

ANNUAL REPORT of School District No. 6 (frac) of the Township of Oshkemo  
County of Kalamazoo to the School Inspectors, for the year 1863.

N. B.—Directors of Fractional Districts\* will add the word "Fractional," after the number.

1	2	3	4	5	6	7	8	9
No. of Children in the district between the ages of five and twenty years.	Whole No. of Children that attended School during the year.	No. of Children under five or over twenty years of age that attended school.	Average No. of months scholars between 5 and 20 y'rs attended sch'l during the y'r.	No. of months a school was taught during the year by qualified teachers.†	Number of Volumes in the District Library.	Number of Volumes added to Library during the year.	Value of School-houses and Lots.	Is the School a Graded School—commonly called a Union Sch'l?
42	36		3	7½	46		Dollars. 200	Cents.
10			11					
Name of each Qualified Teacher.†			No. of months taught by each qualified teacher.	Total amount of wages paid to each teacher.	Text Books prescribed by District Board for use in School, under the amendment of Section 57, passed March, 1861.			
				Dollars. Cents.				
Nancy M. Abrams			4	56.00	SPELLING BOOKS, Sanders			
					READERS, Wilsons & Sanders			
					WRITING BOOKS, Spencerian			
					MENTAL ARITHMETICS, Davies			
					ARITHMETICS, Davies			
					BOOK KEEPING, Davies			
					ALGEBRAS, Davies			
					GEOMETRIES, Mc Kally's			
					GEOGRAPHIES, Clark			
					GRAMMARS, Clark			
					NATURAL PHILOSOPHIES,			
					CHEMISTRIES,			
					PHYSIOLOGIES,			

FINANCIAL REPORT FOR THE YEAR ENDING SEPT. 7, 1863.

N. B.—If the following Report is correct, the Receipts and Expenditures will balance. Care should be taken to enter each under its proper heading, and to enter no amount twice.

RECEIPTS.			EXPENDITURES.		
	Dollars.	Cents.		Dollars.	Cents.
Moneys on hand Sept. 1, 1862,	8	18	N. B.—The amounts reported in either of the following items, should include all sums paid on past indebtedness for such purposes during the year.		
Received from two-mill tax during the school year 1863.	55	19	Paid Male Teachers,		
Received from Primary School Fund,	21	00	Paid Female Teachers,	77	
Collected on Rate Bills,	10		Paid for building or repairing School-house,		
Tuition of Non-resident Pupils,			Paid for Library Books,		
Raised by tax voted by district to pay Teachers' wages			Paid for all other purposes,	2	
Raised by other district taxes,	15		Amount on hand Sept. 7th, 1863,	31	87
Received for Library Money,	1	50			
Received from all other sources,					
Total receipts, including moneys on hand Sept. 1, 1862	110.	87	Total expenditures, including amount on hand,	110	87

Indebtedness of District for all purposes, Sept. 7th, 1863,.....\$

Director for ensuing year: Geo. E. Catfield; Post Office, Oshkemo

I hereby certify that the above is a correct report from the aforesaid District No. 6 (frac), for the School Year next preceding the 1st Monday of September, 1863—

Dated September 7th, 1863.

(Signed,) Geo. E. Catfield Direc'or.

\*FRACTIONAL DISTRICTS.—A full report from a fractional district should be made only to the Clerk of the Township in which the School-house is situated. [See Section 81 of the School Laws.]  
A separate report should be made to the Clerk of each of the other Townships in which the district is in part situated, giving merely the number of Children between the ages of five and twenty years, residing in that part of the district situated within said Township.  
†QUALIFIED TEACHERS.—A "Qualified Teacher," within the meaning of the statutes, is one who holds a certificate from the School Inspectors, or from the State Normal School, in accordance with the provisions of section 85 of the School Law. District Boards should see that all Teachers they employ, possess such a certificate before beginning to teach a School. Otherwise they can neither pay them public money, nor receive any on account of their teaching. [See Sections 60 and 80.]



 *DIRECTORS will please examine the following CIRCULAR before filling out the blanks in this Report:*

OFFICE OF PUBLIC INSTRUCTION,  
Lansing, Michigan, May 25th, 1863. }

TO THE SCHOOL DIRECTORS OF THE STATE OF MICHIGAN:

The Superintendent earnestly requests Directors to use great care and diligence in filling up correctly all the blanks in this Report. Many reports heretofore have been nearly useless, from their inaccuracy and incompleteness. *Report fully under each heading, and report just what the heading requires.*

*Annual Meetings.*—It should be remembered that the Annual Meeting must be held the *first* Monday in September. No annual meeting can be legally held at any other time, unless by adjournment from that day.

*New Blanks* for the Directors' Reports are prepared and issued every year, and as changes and amendments are made yearly in these Blanks, no reports should be made on old blanks. A full supply of blanks are sent annually to the County Clerk, to be distributed through the Township Clerks to the several Districts.

PLEASE READ THE FOLLOWING NOTES ON BLANKS FOR 1863.—The several headings in the blanks are numbered for convenience in reference.

No. 1.—The number of children in the District between the ages of 5 and 20 years. The Director must take a census of the number of children of the above ages, within the ten days next preceding the annual meeting, and a list of the names, verified by the oath of the Director, or of the person taking the census, must be furnished to the Town Clerk. No district is entitled to any share in the public school moneys without such certified list.

No. 2.—Many Directors have heretofore added the total number of scholars attending the winter school to the total number in the summer school, and reported the sum as the *whole number of children attending school* during the year. This is wrong. It is the number of *different children* who have attended the school that is required. No child should be counted twice.

No. 3 will be easily filled if the teacher has kept, as he should, a roll with the *names and ages* of all pupils who attend the school. Such roll *must be kept*, and the daily attendance marked, whether there is to be a rate-bill or not. School Laws, Sec. 43.

No. 4 is often erroneously filled. The true method of obtaining the *average* required, is to add together the numbers of days of attendance of all the pupils, and divide this sum by the number of pupils who have attended school. This quotient divided by 26, to reduce to months, will give the average number required. If the school has been omitted every other Saturday, then divide by 24 to get the months.

No. 5 should be filled with the number of months the school has been kept open during the year, under qualified teachers.

No. 6.—The books belonging to the district library should all be called in before the annual meeting, in order that they may be counted, and their number and condition be reported to the annual meeting.

No. 7 shows the number of books added to the library during the year. A list of the library books selected and contracted for by the State Board of Education is sent annually to the School Directors, and the law now requires that the District Board shall annually expend all the library money in their hands, for books under this contract, unless directed by a vote of the district to purchase elsewhere. A good library is almost as essential to a district as a good school; and to maintain such library, annual additions should be made to it. Library books will wear out, as well as school books. If worn out in fair use, we can well afford to replace them. Districts having a surplus of the two-mill tax, after supporting a school eight months, may use such surplus for libraries.

No. 9.—*Union or Graded Schools.* If the School is separated into two or more departments, taught by different teachers, it may be reported as a Union or Graded School. For fuller description of Union Schools and mode of grading, see the Annual Report of the Superintendent for 1861.

FINANCIAL REPORTS.—Great pains have been taken to make the blanks for the financial reports plain and easily understood. It is hoped we may now secure full and reliable returns of the moneys raised or received, and expended for educational purposes, in every district in the State. Full and correct accounts should be kept by the District Board, in a book provided for that purpose, of all moneys received or paid out by them for the district.

A list of *Text Books* is required by law to be selected by each District Board, to be used in the School, and the books selected should be reported under the proper head. Let no District Board fail to obey this important law.

It is especially desired to have the name and Post Office address of the Director for the ensuing year.

NEW DISTRICTS.—Districts set off during the year, may, in making their first annual report, embrace the time a School has been kept by a qualified teacher in the District from which they have been set off, previous to the division.

Two blanks like this will be forwarded to each Director of a School District. The Director should make his annual report on one of these Blanks, and keep the same on file with the papers of his office, and make out a *duplicate* upon the other Blank, and deliver the same to the Township Clerk, directly after the Annual Meeting. This is necessary in order to entitle the District to its share of the public money. [See Sections 41 and 54.]

#### LIBRARY LIST CIRCULAR.

The Library List Circular to be furnished to Directors of districts having district libraries, will usually be mailed hereafter to the town clerks. This is to be sent from this office, by the first of January in each year. Directors will call on the town clerk for the same.

#### SCHOOL LAWS.

The present edition of School Laws is nearly exhausted; and a new edition, conforming to the changes in the law since 1859, with Notes and Forms, will be issued the coming Autumn—or as soon as it can be prepared. The work will contain plans and specifications for schoolhouses, agreeably to a Resolution of the Legislature.

JOHN M. GREGORY,  
*Superintendent of Public Instruction.*



ANNUAL REPORT of School District No. 6 of the Township of Fox and  
County of Kalamazoo to the School Inspectors, for the year 1870.

N. B.--Directors of Fractional Districts\* will add the word "Fractional" after the Number.

1	2	3	4	5	6	7	8	9	10	11	12	13				
No. of Children in the District between the ages of 5 and 20 years.	No. that attend'd School during the year. Do not count any twice.	No. attending School under 5 or over 20 years of age.	Average No. of months Scholars attended School.	No. of months School during the year by qualified Teachers.†	No. of volumes added to Library during the year.	No. of volumes in the District Library.	Paid for Books for Library.	No. OF SCHOOL-HOUSES AND MATERIAL OF CONSTRUCTION.				VALUE OF SCHOOL-HOUSES AND LOTS. If no house, fill the blank with 'None.'		Is it a Graded School?	No. Visits by County Supt.	No. visits by Director.
								No. of Stone.	No. of Brick.	No. of Frame.	No. of Log.	Dollars.	Cents.			
38	31	None	4	8	None	35	Nothing			1		400	00	2	1	1
14			15			16										
NAME OF EACH QUALIFIED TEACHER. †				No. of Months taught by each qualified Teacher.	Total of Wages paid and due each Teacher for the year.		Text Books prescribed by District Board for use in School, under the amendment of Section 57, passed March, 1861. If the Board has made no prescription, the Books in use need not be stated.									
					Dollars.	Cents.										
E. M. Darling				1 1/2	59	00	Spelling Books.....									
Cora Allen				2 1/2	65	00	Readers.....									
A. L. Stevens				4 3/5	88	00	Writing Books.....									
							Mental Arithmetics.....									
							Arithmetics.....									
							Book Keeping.....									
							Algebras.....									
							Geometries.....									
							Geographies.....									
							Grammars.....									
							Natural Philosophies.....									
							Chemistries.....									
							Physiologies.....									
17. No. of months Teachers were Boarded by the District, in addition to the Cash Wages.....																

FINANCIAL REPORT FOR THE YEAR ENDING SEPT. 5, 1870.

N. B.—If the following Report is correct, the Receipts and Expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If you cannot make the account balance, explain the reason on the opposite page of copy sent Superintendent, with other explanations, and do not foot the columns up alike unless they actually add up alike.

RECEIPTS.			EXPENDITURES.		
N. B.—Insert nothing here that has not come into the Treasurer's hands; and put nothing under any head save what the head indicates. Moneys from funds overdrawn, or loaned, &c., should be under the head "From all other sources." Money remaining in the hands of the Town Treasurer has not been "received" by the District, and no account should be taken of it.	Dollars.	Cents.	N. B.—The amounts reported in either of the following items should include all sums paid on past indebtedness to teachers during the year. The amount "paid teachers" should here include only what has been actually paid during the year, and not what may still be due. That will appear in the "indebtedness" below; and the total wages earned during the year is shown in No. 16, above. Include nothing save what has actually been paid out. Amount paid on bonds should be under the head, "Paid for all other purposes."	Dollars.	Cents.
Moneys on hand September 6, 1869	11	79			
Received from two-mill tax during school year, 1870	57	00	Paid Male Teachers		
Received from Primary School Fund			Paid Female Teachers	212	00
Tuition of Non-resident Pupils			Paid for Building or Repairing School-houses	23	10
Raised by District Tax to pay Teachers' wages	200	00	Paid for all other purposes	15	00
Raised by other District Taxes	18	10	Amount on hand September 5th, 1870	56	79
Received from Tax on Dogs					
Received from all other sources					
Total Receipts, including moneys on hand, September 6, 1869	281	89	Total Expenditures, including amount on hand	281	89
			Total indebtedness of District for all purposes, September 5th, 1870		

Director for the ensuing year O. P. Montan; Post Office Watrous

I HEREBY CERTIFY that the above is a correct Report from the aforesaid District No. 6 of Township of Lifas for the School Year next preceding the 1st Monday of September, 1870.

Dated September 10th 1870.

(Signed) O. P. Montan Director.

\* FRACTIONAL DISTRICTS.—A full report from a Fractional District should be made only to the Clerk of the Township in which the School-house is situated. [See Section 81, of the School Laws.]  
A separate Report should be made to the Clerk of each of the other Townships in which the District is in part situated, giving merely the number of children between the ages of five and twenty years residing in that part of the District situated within said Township.  
† QUALIFIED TEACHERS.—A "Qualified Teacher," within the meaning of the Statutes, is one who holds a Certificate in accordance with the provisions of the School Law. District Boards should see that all Teachers they employ possess such a Certificate before beginning to teach a School. Otherwise they can neither pay them public money, nor receive any on account of their teaching. [See Secs. 60 and 80.]



$\frac{26}{15} - \frac{21}{10} = 2\frac{1}{10}$

DIRECTORS will please Examine the following CIRCULAR before filling out the Blanks in this Report:

$\frac{18}{5} - \frac{2}{2} = \frac{26}{10} - \frac{15}{10} = \frac{11}{5}$

OFFICE OF PUBLIC INSTRUCTION,  
LANSING, MICH., JULY 1st, 1870.

To the School Directors of the State of Michigan:

The Superintendent earnestly requests Directors to use great care and diligence in filling up correctly all the blanks in this Report. Many reports heretofore have been nearly useless, from their inaccuracy and incompleteness. Report fully under each heading, and report just what the heading requires.

Annual Meetings.—It should be remembered that the Annual Meeting must be held the first Monday in September. No annual meeting can be legally held at any other time, unless by adjournment from that day.

New Blanks for the Directors' Reports are prepared and issued every year; and as changes and amendments are made yearly in these blanks, no reports should be made on old blanks if it can possibly be avoided. A full supply of blanks are sent annually to the County Superintendents, to be distributed through the Township Clerks to the several Districts.

PLEASE READ THE FOLLOWING NOTES ON BLANKS FOR 1870. The several headings in the blanks are numbered for reference:

No. 1.—The number of children in the District between the ages of 5 and 20 years. The Director must take a census of the number of children of the above ages, within the ten days next preceding the annual meeting, and a list of the names, verified by the oath of the Director, or of the person taking the census, must be furnished to the Town Clerk. [See Sec. 41.] No district is entitled to any share in the public school moneys without such certified list.

No. 2.—Many Directors have heretofore added the total number of scholars attending the winter school to the total number in the summer school, and reported the sum as the whole number of children attending school during the year. This is wrong. It is the number of different children who have attended school that is required. Be particular to count no scholar twice.

No. 3 will be easily filled if the teacher has kept, as he should, a roll with the names and ages of all pupils who attend the school. Such roll should be kept, and the daily attendance marked, the same as before the rate-bill system was abolished.

No. 4 is often erroneously filled. The true method of obtaining the average required is to add together the numbers of days of attendance of all the pupils, and divide this sum by the number of pupils who have attended school. This quotient divided by 26, or the number of days constituting the month, to reduce to months, will give the average number required.

No. 5 should be filled with the number of months the school has been kept open during the year, under qualified teachers.

No. 6 shows the number of books added to the Library during the year.

No. 7.—The books belonging to the District Library. If the exact number cannot be ascertained, give the estimated number.

No. 8 is the amount paid for library books.

Nos. 9 AND 10.—Do not fail to report fully under these heads. The value of school-houses in the State is nearly five and a half million dollars; and it is desirable to know the particulars. If the District has no house, state the fact.

No. 11.—Graded Schools.—If the school is separated into two or more departments, taught by different teachers, it may be reported as Graded.

FINANCIAL REPORTS.—Great pains have been taken to make the blanks for the financial reports plain and easily understood. It is hoped we may now secure full and reliable returns of the moneys raised or received, and expended for educational purposes, in every district in the State. Full and correct accounts should be kept by the District Board, in a book provided for that purpose, of all moneys received or paid out by them.

It is especially desired to have the name and Post Office address of the Director for the ensuing year.

NEW DISTRICTS.—Districts set off during the year, may, in making their first annual report, embrace the time a school has a qualified teacher in the district from which they have been set off, previous to the division.

Three blanks will be forwarded to each Director of a School District. On the back of one will be found this Circular. On this blank the Director will, immediately at the close of the school year, make out his Annual Report to the Inspectors, and keep the same on file with the papers of his office. It should be made out so as to be presented at the Annual Meeting for its approval. On the back of the others will be found a blank for the census list, with affidavit attached. On one of these the Director will make out a duplicate of his report to the Inspectors, and fill out the back with the census list, and having sworn to the affidavit, (no stamp is required,) deliver the same to the Township Clerk. This, if not done before the Annual Meeting, must be done directly after, to entitle the District to its share of the public money. [See Sections 41 and 54.] Let the other be a copy of the preceding, on both sides, and forward the same promptly to the office of Public Instruction, Lansing. But sending one to this Office only is not sufficient.

ORAMEL HOSFORD,

Superintendent of Public Instruction.

Lansing Mich



ANNUAL REPORT of School District No. 6 *Trac* of the Township of *Texas*  
County of *Calaveras* to the School Inspectors, for the year 1871.

N. B.---Directors of Fractional Districts\* will add the word "Fractional" after the Number, above, and insert only the name of the Township in which the house is situated.

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15			
No. of Children in the District between the ages of 5 and (under) 20 years.	Number between the ages of 5 and (under) 14 years.	No. that attend School during the year. Do not count any twice.	No. attending School under 5 or over 20 yrs. of age.	Average No. of mos. Scholars attended School.	No. of mos. School during the year by qualified Teachers. †	No. vols. added to Library during the year.	No. of volumes in the District Library.	Paid for Books for Library.	No. of School-Houses and Material of Construction.				No. of pupils who can be seated in all the houses.	Value of Sch'l Houses and Lots. (If no house, fill the blank with "None.")	Is it a Graded School?	No. visits by County Supt.	No. visits by Director.
									No. of Stone.	No. of Brick.	No. of Frame.	No. of Log.					
34	18	30	4	6	9	12	56	\$ 1988			1		50	\$ 600	No	1	3

16		17		18		STUDIES PURSUED.													
NAME OF EACH QUALIFIED TEACHER.†		No. of Months taught by each qualified Teacher.		Total of Wages paid and due each Teacher for the year.		Write "YES" after each study pursued in the school or schools, adding any other not here inserted.													
				Dollars.		Cents.													
Clarra Weed		4	103	75									Spelling	Yes					
Augusta Armstrong		5	90	00									Reading	Yes					
													Writing	Yes					
													Mental Arithmetic	Yes					
													Arithmetic	Yes					
													Book-Keeping	No					
													Algebra	No					
													Geometry	No					
													Geography	Yes					
													Grammar	Yes					
													Natural Philosophy	Yes No					
													Chemistry	Yes No					
													Physiology	No					
Total			193	75															

FINANCIAL REPORT FOR THE YEAR ENDING SEPTEMBER 4, 1871.

N. B.---If the following Report is correct, the Receipts and Expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If you cannot make the account balance, explain the reason on the opposite page of copy sent Superintendent, with other explanations, and do not foot the columns up alike unless they actually add up alike.

RECEIPTS.			EXPENDITURES.		
N. B.—Insert nothing here that has not come into the Treasurer's hands; and put nothing under any head save what the head indicates. Moneys from funds overdrawn, or loaned etc., should be under the head "From all other sources." Money remaining in the hands of the Town Treasurer has not been "received" by the District, and no account should be taken of it.			N. B.—The amounts reported in either of the following items should include all sums paid on past indebtedness to teachers during the year. The amount "paid teachers" should here include only what has been actually paid during the year, and not what may still be due. That will appear in the "indebtedness" below; and the total wages earned during the year is shown in No. 18, above. Include nothing save what has actually been paid out. Amount paid on bonds should be under the head, "Paid for all other purposes."		
	Dollars.	Cents.		Dollars.	Cents.
Moneys on hand September 5, 1870	<i>57</i>	<i>19</i>			
Received from Two-Mill Tax during school year, 1871	<i>132</i>	<i>40</i>	Paid Male Teachers		
Received from Primary School Fund	<i>58</i>	<i>10</i>	Paid Female Teachers	<i>226</i>	<i>75</i>
Tuition of Non-resident Pupils			Paid for Building or Repairing School-houses	<i>8</i>	<i>00</i>
Received from District Tax to pay Teachers' wages, etc.	<i>100</i>	<i>00</i>	Paid for all other purposes	<i>56</i>	<i>68</i>
Received from other District Taxes			Amount on hand September 4th, 1871	<i>81</i>	<i>15</i>
Received from Tax on Dogs	<i>19</i>	<i>88</i>	Total Expenditures, including amount on hand	<i>367</i>	<i>58</i>
Received from all other sources					
Total Receipts, including moneys on hand, Sept. 5, 1870	<i>367</i>	<i>58</i>			

Total Indebtedness of District for all purposes, September 4th, 1871.....\$

Director for the ensuing year *Owen P Morten* Postoffice *Mattawan*

I HEREBY CERTIFY that the above is a correct Report from the aforesaid District No. 6 of Township of *Texas* for the School Year next preceding the 1st Monday of September, 1871.

Dated September *7th* 1871.

(Signed) *Owen P Morten* Director.

\* FRACTIONAL DISTRICTS.—A full report from a Fractional District should be made only to the Clerk of the Township in which the School-house is situated. [See Section 81, of the School Laws.] A separate Report or Statement should be made to the Clerk of each of the other Townships in which the District is in part situated, giving merely the number of children between the ages of five and twenty years residing in that part of the District situated within said Township.

† QUALIFIED TEACHERS.—A "Qualified Teacher," within the meaning of the Statutes, is one who holds a Certificate in accordance with the provisions of the School Law. District Boards should see that all Teachers they employ possess such a Certificate before beginning to teach a School. Otherwise they can neither pay them public money, nor receive any on account of their teaching. [See Secs. 60 and 80.]

*1988*  
*3680*  
*56.68*



*DIRECTORS will please examine the following CIRCULAR before filling out the Blanks in this Report. The Reports of not a few Directors show that they do not examine it. If they did, many errors would be avoided.*

OFFICE OF PUBLIC INSTRUCTION,  
LANSING, MICH., July 1st, 1871.

*To the School Directors of the State of Michigan:*

The Superintendent earnestly requests Directors to use great care and diligence in filling up correctly all the blanks in this Report. Many reports heretofore have been nearly useless, from their inaccuracy and incompleteness. *Report fully under each heading, and report just what the heading requires.*

*Annual Meetings.*—It should be remembered that the Annual Meeting must be held the *first* Monday in September. No annual meeting can be legally held at any other time, unless by adjournment from that day.

*New Blanks* for the Directors' Reports are prepared and issued every year; and as changes and amendments are made yearly in these blanks, no reports should be made on old blanks if it can possibly be avoided. A full supply of blanks are sent annually to the County Superintendents, to be distributed through the Township Clerks to the several Districts.

PLEASE READ THE FOLLOWING NOTES ON BLANKS FOR 1870. The several headings in the blanks are numbered for convenience in reference:

No. 1.—The number of children in the District between the ages of 5 and 20 years. This does not include those who are 20,—only those under 20. The Director must take a census of the number of children of the above ages, within the ten days next preceding the annual meeting, and a list of the names, verified by the oath of the Director, or of the person taking the census, must be furnished to the Town Clerk. [See Sec. 41.] No district is entitled to any share in the public school moneys without such certified list.

No. 2.—The number of children between the ages of 8 and 14 years,—not including those who are 14. The recent law requiring all of these ages to attend school makes it of interest to know how many there are in the State.

No. 3.—Many Directors have heretofore added the total number of scholars attending the winter school to the total number in the summer school, and reported the *sum* as the *whole number of children attending school* during the year. This is wrong. It is the number of *different children* who have attended school that is required. Be particular to count no scholar twice.

No. 4 will be easily filled if the teacher has kept, as he should, a roll with the *names and ages* of all pupils who attend the school. Such roll is required to be kept by section 39, as amended last winter.

No. 5 is often erroneously filled. The true method of obtaining the *average* required is to add together the numbers of days of attendance of all the pupils, and divide this sum by the number of pupils who have attended school. This quotient (divided by the number of days constituting the month, to reduce to months, will give the average number required.

No. 6 should be filled with the number of months the school has been kept open during the year, under qualified teachers.

No. 7 shows the number of books added to the Library during the year.

No. 8—The books in the District Library. If the exact number cannot be ascertained, give the estimated number.

No. 9 is the amount paid for library books. Districts can now vote a tax for district libraries.

Nos. 11 and 12.—Do not fail to report fully under these heads. Let us know the number and value of school-houses in the State, and how many pupils can be accommodated. If the District has no house, write "*None*."

No. 13.—*Graded Schools.*—If the school is separated into two or more departments, taught by more than one teacher, it may be reported as *Graded*.

FINANCIAL REPORTS.—Great pains have been taken to make the blanks for the financial reports plain and easily understood. Full and correct accounts should be kept by the District Board, in a book provided for that purpose, of all moneys received or paid out by them.

It is especially desired to have the name and Postoffice address of the Director for the *ensuing* year.

NEW DISTRICTS.—Districts set off during the year may, in making their first annual report, embrace the time a school has been kept by a qualified teacher in the district from which they have been set off, previous to the division.

Three blanks will be forwarded to each Director of a School District. On the back of one will be found this Circular. On this blank the Director will, *immediately at the close of the school year*, make out his Annual Report to the Inspectors, and keep the same on file with the papers of his office. It should be made out so as to be presented at the Annual Meeting for its approval. On the back of the others will be found a blank for the census list, with affidavit attached. On one of these the Director will make a *duplicate* of his report to the Inspectors, and fill out the back with the census list, and swear to the affidavit before the Township Clerk, or some other proper officer. Then make an exact copy (both sides), and deliver both to the Township Clerk; and the Township Clerk, after comparing and correcting the two, will forward one of them to this office. It is thought this will be more beneficial than if sent to this office *by the Director*, as heretofore. Directors please notice the change. If the Director's Report is not made before the Annual Meeting,—as it should be,—it *must be made directly after*, to entitle the District to its share of the public money. [See Sections 41 and 54.]

ORAMEL HOSFORD,  
Superintendent of Public Instruction.



ANNUAL REPORT of School District No. 6 of the Township of ...  
County of Kalamazoo to the School Inspectors, for the year 1875.

N. B.—Directors of Fractional Districts\* will add the word "Fractional" after the Number above, and be particular to insert only the name of the Township in which the house is situated.

1	2	3	4	5	6	7	8	9	10	11	12	13	14			
No. of Children in the District between the ages of 5 and (under) 20 years.	No. that attend school during the year. Do not count any twice.	Average No. of mos. Scholars attended School.	No of mos. school during the year by qualified Teachers.†	No. vols. added to Library during the year.	No. of Volumes in the District Library.	Paid for Books for Library.	No. OF SCHOOL-HOUSES AND MATERIAL OF CONSTRUCTION.				No. of pupils who can be seated in all the houses.	VALUE OF SCH'L-HOUSES AND LOTS. (If no house, fill the blank with "None.")	Is it a Graded School?	No. visits by County Supt.	No. visits by Town'sp Supt.	No. visits by Director.
							No. of Stone.	No. of Brick.	No. of Frame.	No. of Log.						
62	55 54	30	8			\$10.00 7.50			1		46	\$600.00 no			2	3
15161718																
NAME OF EACH QUALIFIED TEACHER. †						No. of Months taught by each qualified Teacher.	Had they previously taught in any other district within this school year? ["Yes" or "No" to each name.]	Total of Wages paid and due each Teacher for the year.		STUDIES PURSUED IN THE SCHOOL.						
								Dollars.	Cents.	(Indicate the studies by placing a * against each that is taught.)						
J. W. Kendall						4	no	150	00	Reading, x	[ OTHER STUDIES. ] Algebra					
Orened. Shepard						4	yes	80	00	Spelling, x						
										Writing, x						
										Arithmetic, x						
										Geography, x						
										Grammar, x						
										U. S. History,						
										Science of Civil Government.						
Total																

FINANCIAL REPORT FOR THE YEAR ENDING SEPTEMBER 6, 1875.

N. B.—If the following Report is correct, the Receipts and Expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If you cannot make the account balance, explain the reason on the opposite page of copy sent Superintendent, with other explanations, and do not foot the columns up alike unless they actually add up alike.

RECEIPTS.				EXPENDITURES.			
N. B.—Insert nothing here that has not come into the Assessors' hands; and put nothing under any head save what the head indicates. Moneys from funds overdrawn, or loaned, etc., should be under the head "From all other sources." Money remaining in the hands of the Town Treasurer has not been "received" by the District, and no account should be taken of it.				N. B.—The amounts reported in either of the following items should include all sums paid during the year on past indebtedness to teachers. The amount "paid teachers" should here include only what has been actually paid during the year, and not what may still be due. That will appear in the "indebtedness" below; and the total wages earned during the year is shown in No. 18, above. Include nothing save what has actually been paid out.			
	Dollars.	Cents.			Dollars.	Cents.	
Money on hand September 7, 1874	131	68		Paid Male Teachers			
Received from Two-Mill Tax during school year, 1875	141	22		Paid Female Teachers	150	00	
Received from Primary School Fund	24	50		Paid for Building or Repairing School Houses	30	00	
Tuition of Non-resident Pupils				Paid on Bonded Indebtedness			
Received from District Taxes for all purposes	125	00		Paid for all other purposes	50	00	
Received from all other sources				Amount on hand September 6, 1875			
Total receipts, including moneys on hand, September 7, 1874	422	41		Total Expenditures, including amount on hand	142	41	
				Indebtedness of District for which Bonds have been issued, to September 6, 1875			
				Total Indebtedness for ALL purposes			

Director for the ensuing year J. P. R. Postoffice Ashton

I HEREBY CERTIFY, That the above is a correct Report from the aforesaid District No. 6 Township of ... for the School Year next preceding the 1st Monday of September, 1875.  
Dated September 10 1875.  
(Signed) J. P. R. Director.

\* FRACTIONAL DISTRICTS.—A full report from a Fractional District should be made only to the Clerk of the Township in which the School-house is situated. See Section 81 of the School Laws.  
A separate statement should be made to the Clerk of each of the other Townships in which the District is in part situated, giving merely the number of children between the ages of five and twenty years residing in that part of the District situated within said Township; which statement must not go into the Inspector's report.  
† QUALIFIED TEACHERS.—A "Qualified Teacher," within the meaning of the Statutes, is one who holds a Certificate in accordance with the provisions of the School Law. District Boards should know that all Teachers they employ possess such Certificate before beginning to teach a school, as the law directly prohibits the payment of public money to unqualified teachers. [See Sections 60 and 60.]



OFFICE OF PUBLIC INSTRUCTION,

LANSING, MICH., July 1st, 1875.

To the School Directors of the State of Michigan:

The Superintendent earnestly requests Directors to use great care and diligence in filling up correctly all the blanks in this Report. Many reports heretofore have been nearly useless, from their inaccuracy and incompleteness. *Report fully under each heading, and report just what the heading requires.*

*New Blanks* for the Directors' Reports are prepared and issued every year; and as changes and amendments are made yearly in these blanks, no reports should be made on old blanks if it can possibly be avoided. A fully supply of blanks is sent annually to the County Clerks, to be distributed through the Township Clerks, or otherwise, to the several Districts.

PLEASE READ THE FOLLOWING NOTES ON BLANKS FOR 1875. The several headings in the blanks are numbered for convenience in reference:

No. 1.—The number of children in the District between the ages of 5 and 20 years, without regard to the number attending school. This does not include those who are 20,—only those under 20. The Director must take a census of the number of children of the above ages, within the ten days next preceding the annual meeting, and a list of the names, verified by the oath of the Director, or of the person taking the census, must be furnished to the Township Clerk. [See Sec. 41 of the School Code.] No District is entitled to any share in the public school moneys without such list, with oath or affirmation.

No. 2.—Many Directors have heretofore added the total number of scholars attending the winter school to the total number in the summer school, and reported the *sum* as the *whole number of children attending school* during the year. This is wrong. It is the number of *different children* who have attended school that is required. Be particular to count no scholar twice.

No. 3 is often erroneously filled. The true method of obtaining the *average* required is to add together the number of days of attendance of all the pupils, and divide this sum by the number of pupils who have attended school. This quotient, divided by the number of days constituting the month, to reduce to months, will give the average number required.

No. 4 should be filled with the number of months the school has been kept open during the year under qualified teachers.

No. 5 shows the number of books added to the Library during the year.

No. 6.—The books in the District Library. If the exact number cannot be ascertained, give the estimated number.

No. 7 is the amount paid for library books. Districts can now vote a tax for District Libraries.

Nos. 9 and 10.—Do not fail to report fully under these heads. Let us know the number and value of school-houses in the State, and how many pupils can be accommodated. If the district has no house, write "*None*."

No. 11.—*Graded Schools*.—If the school is separated into two or more departments, taught by more than one teacher during the year, it may be reported as *Graded*.

No. 17.—Please be very particular to fill out the blank under this number, with *yes*, or *no*, as the case may be, against each name. We desire to know the exact number of different persons engaged in teaching in the public schools of the State during the year.

FINANCIAL REPORTS.—Great pains have been taken to make the blanks for the financial Reports plain and easily understood. Full and correct accounts should be kept by the District Board, in a book provided for that purpose, of all moneys received or paid out by them. Do not fail to report the bonded indebtedness, if any exists. The "total indebtedness" includes bonds and all other debts.

It is especially desired to have the name and Postoffice address of the Director for the *ensuing* year. Write plain.

NEW DISTRICTS.—Districts set off during the year may, in making their first annual report, embrace the time a school has been kept by a qualified teacher in the district from which they have been set off, previous to the division.

Three blanks will be forwarded to each Director of a School District. On the back of one will be found this Circular. On this blank the Director will, *immediately at the close of the school year*, make out his Annual Report to the Inspectors, and keep the same on file with the papers of his office. It should be made out so as to be presented at the Annual Meeting for its approval. On the back of the other two will be found a blank for the census list, with affidavit attached. On the face of those the Director will make a *duplicate* of his report to the Inspectors, and fill out the back with the census list, and swear to the affidavit before the Township Clerk, or some other proper officer, and deliver both to the Township Clerk; and the Township Clerk, after comparing and correcting the two, will forward one of them to this office. If the Director's Report is not made before the Annual Meeting,—as it should be,—it *must be made directly after*, to entitle the District to its share of the public money. [See Sections 41 and 54.] Several Districts lose their money every year by not complying with the law in this respect.

DANIEL B. BRIGGS,

Superintendent of Public Instruction.



ANNUAL REPORT of School District No. *No. 6* of the Township of *Texas*  
County of *Halamagor* to the School Inspectors, for the year 1876.

N. B.—Directors of Fractional Districts\* will add the word "Fractional" after the Number above, and be particular to insert only the name of the Township in which the house is situated.

1	2	3	4	5	6	7	8	9	10	11	12	13			
No. of Children in the District between the ages of 5 and 20 years.	No. that attend school during the year. Do not count any twice.	Average No. of mos. Scholars attended School.	No. of mos. school during the year by qualified Teachers.†	No. vols. added to Library during the year.	No. of Volumes in the Distr't Library.	Paid for Books for Library.	No. OF SCHOOL-HOUSES AND MATERIAL OF CONSTRUCTION.				No. of pupils who can be seated in all the houses.	VALUE OF SCHOOL-HOUSES AND LOTS. (If no house, fill the blank with "None.")	Is it a Grad-ed School?	No. visits by Town's Supt.	No. visits by Director.
							No. of Stone.	No. of Brick.	No. of Frame.	No. of Log.					
63	60	4	8	0		\$ 0			1			\$ 500		2	6
14			15			16			STUDIES PURSUED IN THE SCHOOL.						
OF EACH QUALIFIED TEACHER.†			No. of Months taught by each qualified Teacher.			Total of Wages paid and due each Teacher for the year.			(Indicate the studies by placing a * against each that is taught.)						
						Dollars. Cents.			1. Reading, *						
<i>W. Hendall</i>			4			140 00			2. Spelling, *						
<i>L. A. Pease</i>			4			64 00			3. Writing, +						
									4. Arithmetic, *						
									5. Geography, *						
									6. Grammar, *						
									7. U. S. History,						
									8. Algebra, *						
									9. Book-keeping,						
									10. Geometry,						
									11. Natural Philosophy,						
									12. Chemistry,						
									13. Physiology,						
									14. Drawing,						
									15. Singing,						
									16. Science of Civil Government,						
17															
Number of Teachers who had not previously taught elsewhere in the State since Sept. 6th, 1875.			Males.....						[OTHER STUDIES.]						
			Females... <i>4</i>												

FINANCIAL REPORT FOR THE YEAR ENDING SEPTEMBER 4, 1876.

N. B.—If the following Report is correct, the Receipts and Expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If you cannot make the account balance, explain the reason on the opposite page of copy sent Superintendent, with other explanations, and do not foot the columns up alike unless they actually add up alike.

RECEIPTS.			EXPENDITURES.		
N. B.—Insert nothing here that has not come into the Assessors' hands; and put nothing under any head save what the head indicates. Moneys from funds overdrawn or advanced by any person, or loaned, should be under the head "From all other sources." Money remaining in the hands of the Township Treasurer has not been "received" by the District, and no account should here be taken of it. Include that in "amount due the district."			N. B.—The amount "paid teachers" should here include what has been actually paid during the year, including all that was paid on balance due for previous year, and not what may still be due. The latter will appear in the "indebtedness" below; and the total wages of the year is shown in No. 16 above. Include nothing in either item save what has actually been paid out.		
	Dollars.	Cents.		Dollars.	Cents.
Money on hand September 6, 1875.....	128	55	Paid Male Teachers.....	140	00
Received from Two-Mill Tax during school year, 1876.....	124	56	Paid Female Teachers.....	64	00
Received from Primary School Fund.....	28	40	Paid for Building or Repairing School Houses.....	10	48
Tuition of Non-resident Pupils.....	4	50	Paid on Bonded Indebtedness.....		
Received from District Taxes for all purposes.....	50	00	Paid for all other purposes.....	40	40
Received from all other sources.....	13	58	Amount on hand September 4, 1876.....	104	36
	359	59	Total Expenditures, including amount on hand.....	358	58
Money on hand, September 6, 1875.....					
Indebtedness of District for which Bonds have been issued, to September 4, 1876.....					
Total Indebtedness for ALL purposes, September 4, 1876.....					
Amount due the district from all sources, as near as known.....					

Director for the ensuing year..... *L. A. Pease*..... Postoffice..... *Deblasio*

I HEREBY CERTIFY, That the above is a correct Report from the aforesaid District No. *6* of Township of *Texas* for the School Year next preceding the 1st Monday of September, 1876.

Dated September *4* 1876.

(Signed) *A. J. Rip* Director.

\* FRACTIONAL DISTRICTS.—A full report from a Fractional District should be made only to the Clerk of the Township in which the School-house is situated. See Section 81 of the School Laws.  
A separate statement should be made to the Clerk of each of the other Townships in which the District is in part situated, giving merely the number of children between the ages of five and twenty years residing in that part of the District situated within said Township; which statement must not go into the Inspector's report.  
† QUALIFIED TEACHERS.—A "Qualified Teacher," within the meaning of the Statutes, is one who holds a Certificate in accordance with the provisions of the School Law. District Boards should know that all Teachers they employ possess such Certificate before beginning to teach a school, as the law directly prohibits the payment of public money to unqualified teachers. [See Sections 60 and 80.]



OFFICE OF PUBLIC INSTRUCTION, }  
LANSING, MICH, July 1st, 1876. }

To the School Directors of the State of Michigan:

The Superintendent earnestly requests Directors to use great care and diligence in filling up correctly all the blanks in this Report. Many reports heretofore have been nearly useless, from their inaccuracy and incompleteness. Report fully under each heading, and report just what the heading requires.

New Blanks for the Directors' Report are prepared and issued every year; and as changes and amendments are made yearly in these blanks, no reports should be made on old blanks if it can possibly be avoided. A full supply of blanks is sent annually to the County Clerks, to be distributed through the Township Clerks, or otherwise, to the several Districts.

PLEASE READ THE FOLLOWING NOTES ON BLANKS FOR 1876. The several headings in the blanks are numbered for convenience in reference:

No. 1.—The number of children in the District between the ages of 5 and 20 years attending school. This does not include those who are 20,—only those under 20. The Director must take the children of the above ages, within the ten days next preceding the first Monday in September, and a list of the names, verified by the oath of the Director, or of the person taking the census, must be furnished to the Township Clerk. [See Sec. 41 of the School Code.] No District is entitled to any share in the public school moneys without such list, with oath or affirmation.

No. 2.—Directors have sometimes added the total number of scholars attending the winter school to the total number in the summer school, and reported the sum as the whole number of children attending school during the year. This is wrong. It is the number of different children who have attended school that is required. Be particular to count no scholar twice.

No. 3 is often erroneously filled. The true method of obtaining the average required is to add together the number of days of attendance of all the pupils, and divide this sum by the number of pupils who have attended school. This quotient, divided by the number of days constituting the month, to reduce to months, will give the average number required.

No. 4 should be filled with the number of months the school has been kept open during the year under qualified teachers.

No. 5 shows the number of books added to the Library during the year.

No. 6.—The books in the District Library. If the exact number cannot be ascertained, give the estimated number.

No. 7 is the amount paid for library books. Districts can now vote a tax for District Libraries.

Nos. 8, 9, and 10.—Do not fail to report fully under these heads. Let us know the number, material, and value of school-houses in the State, and how many pupils can be accommodated. If the district has no house, write "None."

No. 11.—Graded Schools.—If the school is separated into two or more departments, taught by more than one teacher during the whole time of school in the school year, it may reported as Graded.

No. 17.—Please be very particular to fill out the blanks against this number. It is very desirable to ascertain the exact number of different persons engaged in teaching in the public schools of the State during the year; and if all Directors will report, we may know.

FINANCIAL REPORTS.—Great pains have been taken to make the blanks for the Financial Reports plain and easily understood. Full and correct accounts should be kept by the District Board, in a book provided for that purpose, of all moneys received or paid out by them. Report the bonded indebtedness, where bonds have been issued. The "total indebtedness" includes bonds and all other debts. Do not fail to give "amount due the district," if any thing is due.

It is especially desired to have the name and Postoffice address of the director for the ensuing year. Write plain.

NEW DISTRICTS.—Districts set off during the year may, in making their first annual report, embrace the time a school has been kept by a qualified teacher in the district from which they have been set off, previous to the division.

Three blanks will be forwarded to each Director of a School District. On the back of one will be found a blank for the Director to fill out immediately at the close of the school year, make out and keep the same on file with the papers of his office. It should be made out so as to be presented at the next meeting of the District Board for its approval. On the back of the other two will be found a blank for the census list, with affidavit attached. On the face of those the Director will make an exact copy to correspond with his report on this blank, and fill out the back with the census list, and swear to the affidavit before the Township Clerk, or some other proper officer, and deliver both to the Township Clerk; and the Township Clerk, after comparing and correcting the two, will forward one of them to this office. If the Director's Report is not made before the Annual Meeting,—as it should be,—it must be made directly after, to entitle the District to its share of the public money. [See Sections 41 and 54.] Several Districts lose their money every year by not complying with the law in this respect.

DANIEL B. BRIGGS,  
Superintendent of Public Instruction.



ANNUAL REPORT of School District No. 6 of the Township of Lehigh County of Lehigh to the School Inspectors, for the year 1877.

N. B.—Directors of Fractional Districts\* will add the word "Fractional" after the Number above, and be particular to insert the name of the Township in which the house is situated, first.

1	2	3	4	5	6	7	8	9	10	11	12	13										
No. of Children in the District between the ages of 5 and (under) 20 years.	No. that attended school during the year. Do not count any twice.	Average No. of mos. Scholars attended School.	No. of mos. school during the year by qualified Teachers.	No. vols. added to Library during the year.	No. of Volumes in the District Library.	Paid for Books for Library.	No. of SCHOOL-HOUSES AND MATERIAL OF CONSTRUCTION.				No. of pupils who can be seated in all the houses.	VALUE OF SCHOOL-HOUSES AND LOTS. (If no house, fill the blank with "None.")	Is it a Graded School?	No. visits by Town's Supt.	No. visits by Director.							
							No. of Stone.	No. of Brick.	No. of Frame.	No. of Log.												
57	55	3 1/2	8	1	1	\$ 0	0	0	1	0		\$ 500	0	2	2							
14			15			16			STUDIES PURSUED IN THE SCHOOL.													
NAME OF EACH QUALIFIED TEACHER.†				No. of Months taught by each qualified Teacher.		Total of Wages paid and due each Teacher for the year.		(Indicate the studies by placing a * against each that is taught.)														
						Dollars.		1. Reading, *														
James Stewart				7		\$131.00		2. Spelling, *														
Alexander								3. Writing, *														
Henderson				4		80.00		4. Arithmetic, *														
								5. Geography, *														
								6. Grammar, *														
								7. U. S. History, *														
								8. Algebra, *														
								9. Book-keeping, *														
								10. Geometry,														
								11. Natural Philosophy,														
								12. Chemistry,														
								13. Physiology,														
								14. Drawing,														
								15. Singing,														
								16. Science of Civil Government,														
17																						
Number of Teachers who had not previously taught in some other school this school year.				Males.....																		
				Females.....																		

FINANCIAL REPORT FOR THE YEAR ENDING SEPTEMBER 3, 1877.

N. B.—If the following Report is correct, the Receipts and Expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If you cannot make the account balance, explain the reason on the opposite page of copy sent Superintendent, with other explanations, and do not foot the columns up alike unless they actually add up alike.

RECEIPTS.			EXPENDITURES.		
N. B.—Insert nothing here that has not come into the Assessors' hands; and put nothing under any head save what the head indicates. Moneys from funds overdrawn or advanced by any person, or loaned, should be under the head "From all other sources." Money remaining in the hands of the Township Treasurer has not been "received" by the District, and no account should here be taken of it. Include that in "amount due the district."			N. B.—The amount "paid teachers" should here include what has been actually paid during the year, including all that was paid on balance due for previous year, and not what may still be due. The latter will appear in the "indebtedness" below; and the total wages of the year is shown in No. 16 above. Include nothing in either item save what has actually been paid out.		
	Dollars.	Cents.		Dollars.	Cents.
Money on hand September 4, 1876.....	140.76	104 76	Paid Male Teachers.....	211	00
Received from Two-Mill Tax during School year, 1877.....	103.50	103 50	Paid Female Teachers.....		
Received from Primary School Fund.....	30.50	55 41	Paid for Building or Repairing School Houses.....		
Tuition of Non-resident Pupils.....	7.00	30 60	Paid on Bonded Indebtedness.....		
Received from District Taxes for all purposes.....	55.11	55 11	Paid for all other purposes.....	37	40
Received from all other sources.....	13.49	7 28	Amount on hand September 3, 1877.....	46	76
Total receipts, including moneys on hand, September 4, 1876.....	314	16	Total Expenditures, including amount on hand.....	314	16
Indebtedness of District for which Bonds have been issued, to September 3, 1877.....					
Total Indebtedness for ALL purposes, September 3, 1877.....					
Amount due the District from all sources, as near as known.....					

Director for the ensuing year..... Postoffice.....

I HEREBY CERTIFY, That the above is a correct Report from the aforesaid District No. 6 of the Township of Lehigh for the School Year next preceding the 1st Monday of September, 1877.

Dated September 8<sup>th</sup> 1877. (Signed) J. J. [Signature] Director.

\* FRACTIONAL DISTRICTS.—A full report from a Fractional District should be made only to the Clerk of the Township in which the School-house is situated. See Section 81 of the School Laws. A separate statement should be made to the Clerk of each of the other Townships in which the District is in part situated, giving merely the number of children between the ages of five and twenty years residing in that part of the District situated within said Township; which statement must not go into the Inspector's report. † QUALIFIED TEACHERS.—A "Qualified Teacher," within the meaning of the Statutes, is one who holds a Certificate in accordance with the provisions of the School Law. ‡ Insert here only the name of the Township in which the School-house is situated.



1877  
Do not fail to carefully study the following CIRCULAR before filling out the Blanks in this Report.

OFFICE OF PUBLIC INSTRUCTION, }  
LANSING, MICH., July 1st, 1877.

To the School Directors of the State of Michigan:

The Superintendent earnestly requests Directors to use great care and diligence in filling up correctly all the blanks in this Report. Many reports heretofore have been nearly useless, from their inaccuracy and incompleteness. Report fully under each heading, and report just what the heading requires.

No reports should be made on old blanks if it can possibly be avoided. A full supply of blanks is sent annually to the County Clerks, to be distributed through the Township Clerks, or otherwise, to the several Districts.

PLEASE CAREFULLY READ THE FOLLOWING NOTES ON BLANKS FOR 1877. The several headings in the blanks are numbered for convenience in reference:

No. 1.—The number of children in the District between the ages of 5 and 20 years, without regard to the number attending school. This does not include those who are 20,—only those under 20. The Director must take a census of the children of the above ages, within the ten days next preceding the first Monday in September, and a list of the names, verified by the oath of the Director, or of the person taking the census, must be furnished to the Township Clerk. [See Sec. 41 of the School Code.] No District is entitled to any share in the public school moneys without such list, with oath or affirmation.

No. 2.—Directors have sometimes added the total number of scholars attending the winter school to the total number in the summer school, and reported the *sum* as the *whole number of children attending school* during the year. This is wrong. It is the number of *different children* who have attended school that is required. Be particular to count no scholar twice. If by any error, the exact number cannot be told, give an estimate.

No. 4 should be filled with the number of months the school has been kept open during the year under qualified teachers.

No. 5 shows the number of books added to the Library during the year.

No. 6.—The books in the District Library. If the exact number cannot be ascertained, give the estimated number.

No. 7 is the amount paid for library books. Districts can now vote a tax for District Libraries.

Nos. 8, 9, and 10.—Do not fail to report fully under these heads. Let us know the number, material, and value of school-houses in the State, and how many pupils can be accommodated. If the District has no house, write "*None*."

No. 11.—*Graded Schools*.—If the school is separated into two or more departments, taught by more than one teacher during the whole time of school in the school year, it may be reported as *Graded*;—not otherwise.

No. 17.—Please be *very particular*. It is very desirable to ascertain the exact number of different persons engaged in teaching in the public schools of the State during the year; and if all Directors will report, we may know. If you do not know, state according to your belief.

FINANCIAL REPORTS.—Great pains have been taken to make the blanks for the Financial Reports plain and easily understood. Full and correct accounts should be kept by the District Board, in a book provided for that purpose, of all moneys received or paid out by them. Report the bonded indebtedness, where "bonds" have been issued. The "total indebtedness" includes bonds and all other debts. Do not fail to give "amount due the District," if any thing is due.

It is especially desired to have the name and Postoffice address of the Director for the *ensuing* year. Write plain.

NEW DISTRICTS.—Districts set off during the year may, in making their first annual report, embrace the time a school has been kept by a qualified teacher in the District from which they have been set off, previous to the division.

Three blanks will be forwarded to each Director of a School District. On the back of one will be found this Circular. On this blank the Director will, *immediately at the close of the school year*, make out his Annual Report to the Inspectors, and keep the same on file with the papers of his office. It should be made out so as to be presented at the Annual Meeting for its approval. On the back of the other two will be found a blank for the census list, with affidavit attached. On the face of those the Director will make an exact copy to correspond with his report on this blank, and fill out the back with the census list, and swear to the affidavit before the Township Clerk, or some other proper officer, and deliver both to the Township Clerk; and the Township Clerk, after comparing and correcting the two, so that they will agree with the Inspector's Report, will forward one of them to this office. If the Director's Report is not made before the Annual Meeting,—as it should be,—it *must be made directly after*, to entitle the District to its share of the public money. [See Sections 41 and 54.] Several Districts lose their money every year by not complying with the law in this respect.

HORACE S. TARBELL,

Superintendent of Public Instruction.



ANNUAL REPORT of School District No. 1 of the Township of  
County of Kalamazoo to the School Inspectors, for the year 1878.

N. B.---Directors of Fractional Districts\* will add the word "Fractional" after the Number above, and be particular to insert the name of the Township in which the house is situated, first.

1	2	3	4	5	6	7	8	9	10	11	12	13	14
No. of Children in the District between the ages of 5 and (under) 20 years.	No. that attended school during the year. Do not count any twice.	No. of non-resident pupils.	No. of days school during the year by qualified Teachers.	Average daily attendance.	No. vols added to Library during the year.	No. of Volumes in the District Library.	Paid for B'ks for Library.	No. of SCHOOL-HOUSES AND MATERIAL OF CONSTRUCTION.	No. of pupils who can be seated in all the houses.	VALUE OF SCHOOL PROPERTY. (If no house, fill the blank with "None.")	Is it a Graded School?	No. visits by Township Superintendent.	No. visits by Director.
58	76	4	152	61	1	78	\$	No. of Stone. No. of Brick. No. of Frame. No. of Log.		\$			
15				16		17		STUDIES PURSUED.					
NAME OF EACH QUALIFIED TEACHER.				No. of Months taught by each qualified Teacher.		Total of Wages paid and due each Teacher for the year.		(Indicate the studies by placing a * against each that is taught.)					
						Dollars. Cents.		1. Reading, . . . * 2. Spelling, . . . * 3. Writing, . . . * 4. Arithmetic, . . . * 5. Geography, . . . * 6. Grammar, . . . * 7. U. S. History, . . . 8. Algebra, . . . * 9. Book-keeping, . . . 10. Geometry, . . . 11. Nat. Philosophy, 12. Chemistry, . . . 13. Physiology, . . . 14. Botany, . . . 15. Drawing, . . . 16. Civil Government,					
NAME OF EACH QUALIFIED TEACHER.				No. of Months taught by each qualified Teacher.		Total of Wages paid and due each Teacher for the year.		Name the Text-books used.					
H. W. H.				X		100 00		Orthography, New Spelling, New Writing, Spencerian Arithmetic, Robinson Geography, Robinson Grammar, Robinson U. S. History, Robinson Algebra, Robinson Book-keeping, Robinson Geometry, Robinson Nat. Philosophy, Robinson Chemistry, Robinson Physiology, Robinson Botany, Robinson Drawing, Robinson Civil Government, Robinson					
18													
Number of Teachers who taught in some other district in this school year, before teaching in this district.				Males..... Females....									

FINANCIAL REPORT FOR THE YEAR ENDING SEPTEMBER 2, 1878.

N. B.---If the following Report is correct, the Receipts and Expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If money is advanced by any one in paying teacher or other expenses, in addition to the funds of the district, it should be included in the item "Received from all other sources." It is really money borrowed, and should also be included in the "Indebtedness." Do not foot the columns up alike unless they actually add up alike.

RECEIPTS.		EXPENDITURES.	
N. B.—Insert nothing here that has not come into the Assessor's hands; and put nothing under any head save what the head indicates. Moneys from funds overdrawn, or advanced by any person, or loaned, should be under the head "From all other sources." Money remaining in the hands of the Township Treasurer has not been "received" by the District, and no account should here be taken of it. Include that in "Amount due the district."		N. B.—The amount "paid teachers" should here include what has been actually paid during the year, including all that was paid on balance due for previous year, and not what may still be due. The latter will appear in the "indebtedness" below; and the total wages of the year is shown in No. 16 above. Include nothing in either item save what has actually been paid out.	
Dollars.	Cents.	Dollars.	Cents.
Money on hand September 3, 1877	66 76	Paid Male Teachers	105 10
Received from Two-Mill Tax during School year, 1878	108 13	Paid Female Teachers	30 00
Received from Primary School Fund	29 63	Paid for Building or Repairing School Houses	
Tuition of Non-resident Pupils		Paid on Bonded Indebtedness	
Received from District Taxes for all purposes	150 11	Paid for all other purposes	37 27
Received from all other sources		Amount on hand September 2, 1878	179 66
Total receipts, including moneys on hand, September 2, 1878	354 03	Total Expenditures, including amount on hand	354 03
Indebtedness of District for which Bonds have been issued			
Total Indebtedness for ALL purposes, September 2, 1878			
Amount due the District from all sources, as near as known			

Director for the ensuing year. L. A. Jones Postoffice. C. A. Jones

I HEREBY CERTIFY, That the above is a correct Report from the aforesaid District No. 1 of Township of Kalamazoo for the School Year next preceding the 1st Monday of September, 1878.  
Dated September 8th 1878.  
(Signed) L. A. Jones Director.

\* FRACTIONAL DISTRICTS.—A full report from a Fractional District should be made only to the Clerk of the Township in which the School-house is situated. See Section 51 of the School Laws.  
A separate statement should be made to the Clerk of each of the other Townships in which the District is in part situated, giving merely the number of children between the ages of five and twenty years, residing in that part of the District situated within said Township; which statement must not go into the Inspector's report, nor into this.  
† Be particular to insert here only the name of the Township in which the School-house is situated.



Do not fail to study carefully the following CIRCULAR before filling out the Blanks in this Report.

OFFICE OF PUBLIC INSTRUCTION, }  
LANSING, MICH., July 1st, 1878.

To the School Directors of the State of Michigan:

The Superintendent earnestly requests Directors to use great care and diligence in filling up correctly all the blanks in this Report. Many reports heretofore have been nearly useless, from their inaccuracy and incompleteness. *Report fully under each heading*, and report just what the heading requires.

No reports should be made on old blanks if it can possibly be avoided. A full supply of blanks is sent annually to the County Clerks, to be distributed through the Township Clerks, or otherwise, to the several Districts. If you need more, apply to this office.

PLEASE CAREFULLY READ THE FOLLOWING NOTES ON BLANKS FOR 1878. The several headings in the blanks are numbered for convenience in reference:

No. 1.—The number of children in the District between the ages of 5 and 20 years, without regard to the number attending school. This does not include those who are 20,—only those under 20. The Directors must take a census of the children of the above ages, within the ten days next preceding the first Monday in September, and a list of the names, verified by the oath of the Director, or of the person taking the census, must be furnished to the Township Clerk. No District is entitled to any share in the public school moneys without such list, with oath or affirmation. Read section 41 of the school code, before taking the census.

No. 2.—Directors have sometimes added the total number of scholars attending the winter school to the total number in the summer school, and reported the *sum* as the *whole number of children attending school* during the year. This is wrong. It is the number of *different children* who have attended school that is required. Be particular to count no scholar twice. If by any error, the exact number cannot be told, give an estimate.

No. 4 should be filled with the number of days the school has been kept open during the year under qualified teachers.

No. 7.—If the exact number of books cannot be ascertained, give the estimated number. The Annual Report of this Department is now sent to those districts and towns only having libraries.

Nos. 9, 10, and 11.—Do not fail to report fully under these heads. Let us know the number, material, and value of school-houses in the State, and how many pupils can be accommodated. If the District has no house, do not merely leave all blank, but write "*None*."

No. 12.—*Graded Schools*.—If the school is separated into two or more departments, taught by more than one teacher during the whole time of school in the school year, it may be reported as *Graded*;—not otherwise.

No. 18.—Please be *very particular*. It is very desirable to ascertain the exact number of different persons engaged in teaching in the public schools of the State during the year; and if all Directors will report, we may know. If you do not know, state according to your belief.

FINANCIAL REPORTS.—Great pains has been taken to make the blanks for the Financial Reports plain and easily understood. Full and correct accounts should be kept by the District Board, in a book provided for that purpose, of all moneys received or paid out by them. Report the bonded indebtedness, where "bonds" have been issued. The "total indebtedness" includes bonds and all other debts. Do not fail to give "amount due the District," if any thing is due, from the town treasurer or other sources.

It is especially desired to have the name and Postoffice address of the Director for the *ensuing year*. Write plain.

NEW DISTRICTS.—Districts set off during the year may, in making their first annual report, embrace the time a school was kept by a qualified teacher in the District from which they have been set off, previous to the division, and since the beginning of the school year.

Three blanks will be forwarded to each Director of a School District. On the back of one will be found this Circular. On this blank the Director will, *immediately at the close of the school year*, make out his Annual Report to the Inspectors, and keep the same on file with the papers of his office. It should be made out so as to be presented at the Annual Meeting for its approval. On the back of the other two will be found a blank for the census list, with affidavit attached. On the face of those the Director will make an exact copy to correspond with his report on this blank, and fill out the back with the census list, and swear to the affidavit before the Township Clerk, or some other proper officer, and deliver both to the Township Clerk; and the Township Clerk, after comparing and correcting *the two*, so that they will agree with the Inspectors' Report, will forward one of them to this office. If the Director's Report is not made before the Annual Meeting,—as it should be,—it *must be made directly after*, to entitle the District to its share of the public money. [See Sections 41 and 54.] Several Districts lose their money every year by not complying with the law in this respect.

HORACE S. TARBELL,  
Superintendent of Public Instruction.



[24.]  
ANNUAL REPORT of School District No. 6 of the Township of Leford  
County of Alamogordo to the School Inspectors, for the year 1879.

N. B.—Directors of Fractional Districts\* will add the word "Fractional" after the Number above, and be particular to insert the name of the Township in which the house is situated.

1	2	3	4	5	6	7	8	9	10	11	12	13	14			
No. of Children in the District between the ages of 5 and 20 years.	No. that attend school during the year. Do not count any twice.	No. of non-resident pupils.	No. of days school during the year by qualified Teachers.	Average No. of days scholars attended school.	No. vols. added to Library during the year.	No. of volumes in the District Library.	Paid for books for Library.	No. of SCHOOL-HOUSES AND MATERIAL OF CONSTRUCTION.				No. of pupils who can be seated in all the houses.	VALUE OF SCHOOL PROPERTY. (If no house, fill the blank with "None.")	Is it a Graded School?	No. visits by Township Superintendent.	No. visits by District officers.
								No. of Stone.	No. of Brick.	No. of Frame.	No. of Log.					
57	35		160		28	40	\$ 18 13			1		36	\$ 600	no	3	3
15				16				17				STUDIES PURSUED.				19
NAME OF EACH QUALIFIED TEACHER.				No. of Months taught by each qualified Teacher.		Total of Wages paid and due each Teacher for the year.		(Indicate the studies by placing a * against each that is taught.)				Name the Text-books used.				
Ella Rios				1		Dollars. 12	Cents. 00	1. Reading, . *				Linn				
Grace Slueman				4		80	00	2. Spelling, . *				Linn				
Ella Rios				3		36	00	3. Writing, . *				Linn				
"						12	00	4. Arithmetic, . *				Linn				
								5. Geography, . *				Linn				
								6. Grammar, . *				Linn				
								7. U. S. History, *				Linn				
								8. Algebra, . *				Linn				
								9. Book-keeping, .								
								10. Geometry, . .								
								11. Nat. Philosophy,								
								12. Chemistry, . .								
								13. Physiology, . .								
								14. Botany, . . .								
								15. Drawing, . . .								
								16. Civil Government,								
18																
Number of Teachers who taught in { Males.....																
some other district in this school { Females.....																
year, before teaching in this district.																
20. Has the district a Dictionary? <u>Yes</u>																
Has it a Globe? <u>Yes</u>																
Has it Maps? <u>No</u>																

FINANCIAL REPORT FOR THE YEAR ENDING SEPTEMBER 1, 1879.

N. B.—If the following Report is correct, the totals of Receipts and Expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If money is advanced by any one in paying teacher or other expenses, in addition to the funds of the district, it should be included in the item "Received from all other sources." It is really money borrowed, and should also be included in the "Indebtedness." Do not foot the columns alike unless they actually add up alike.

RECEIPTS.			EXPENDITURES.		
N. B.—Insert nothing here that has not come into the Assessor's hands; and put nothing under any head save what the head indicates. Moneys from funds overdrawn, or advanced by any person, or loaned, should be under the head "From all other sources." Money remaining in the hands of the Township Treasurer has not been "received" by the District, and no account should here be taken of it. Include that in "Amount due the district."			N. B.—The amount "paid teachers" should here include what has been actually paid during the year, including all that was paid on balance due for previous year, and not what may still be due. The latter will appear in the "indebtedness" below; and the total wages of the year is shown in No. 17 above. Include nothing in either item save what has actually been paid out.		
	Dollars.	Cents.		Dollars.	Cents.
21. Money on hand September 2, 1878	179	66	28. Paid Male Teachers	80	88
22. Received from Two-Mill Tax	77	85	29. Paid Female Teachers	24	88
23. Received from Primary School Fund	51	75	30. Paid for Building or Repairing School-houses		
24. Received from tuition of Non-resident Pupils	1	86	31. Paid on Bonded Indebtedness		
25. Received from District Taxes for all purposes	116	88	32. Paid for all other purposes	66	14
26. Received from all other sources	4	86	33. Amount on hand September 1, 1879	253	81
27. Total receipts, including moneys on hand, September 1, 1879	423	95	34. Total expenditures, including amount on hand	423	95
35. Indebtedness of District for which Bonds have been issued					
36. Total Indebtedness for ALL purposes, September 1, 1879			48		
37. Amount due the District from all sources, as near as known					

Director for the ensuing year S. A. Gray Postoffice Leford

I HEREBY CERTIFY, That the above is a correct Report from the aforesaid District No. 6 of the Township of Leford for the School Year next preceding the 1st Monday of September, 1879.

Dated September 12, 1879.

(Signed) S. A. Gray Director.

\* FRACTIONAL DISTRICTS.—A full report from a Fractional District should be made only to the Clerk of the Township in which the School-house is situated. See Section 81 of the School Laws. A Separate Statement should be made to the Clerk of each of the other Townships in which the District is in part situated, giving merely the number of children between the ages of five and twenty years, residing in that part of the District situated within said Township; but such statement must not go into this report, nor into the Inspectors' Report. Sec. 82, School Laws.

\*\* Be particular to insert here only the name of the Township in which the School-house is situated.



## DEPARTMENT OF PUBLIC INSTRUCTION, }

Lansing, Mich., July 1st, 1879. }

*To the School Directors of the State of Michigan :*

Directors are earnestly requested to use great care in filling *correctly* all the blanks in this Report. Many reports heretofore have been nearly useless, from their inaccuracy and incompleteness. *Report fully under each heading*, and report just what the heading requires.

No report should be made on old blanks. A full supply of blanks is sent annually to the County Clerks, to be distributed through the Township Clerks, or otherwise, to the several Districts. If you need more, apply to the County Clerk.

PLEASE CAREFULLY READ THE FOLLOWING NOTES ON BLANKS FOR 1879. The several headings in the blanks are numbered for convenience in reference :

No. 1.—The number of children in the district between the ages of 5 and 20 years, without regard to the number attending school. This does not include those who are 20,—only those *under* 20. The Director must take a census of the children of the above ages, within the ten days next preceding the first Monday in September, and a list of the names, verified by the oath of the Director, or of the person taking the census, must be furnished to the Township Clerk. No District is entitled to any share in the public school moneys without such list, with oath or affirmation. Read section 41 of the school code, before taking the census.

No. 2.—Directors have sometimes added the total number of scholars attending the winter school to the total number in the summer school, and reported the *sum* as the *whole number of children attending school* during the year. This is wrong. It is the number of *different children* who have attended school that is required. Be particular to count no scholar twice. If by any error the exact number cannot be told, give an estimate.

No. 4 should be filled with the number of days the school has been kept open during the year under *qualified* teachers.

No. 5.—From the Teachers' Reports find the number of days each scholar attended school; add these numbers together and divide the total thus obtained by the number of scholars that attended school, and the result will be the item required.

No. 7.—If the exact number of books cannot be ascertained, give the estimated number. The Annual Report of this Department is now sent only to those Districts and Townships having Libraries.

Nos. 9, 10, and 11.—Do not fail to report fully under these heads. Let us know the number, material, and value of school-houses in the State, and how many pupils can be accommodated. If the District has no house, do not merely leave all the spaces blank, but write "*None*."

No. 12.—*Graded Schools*.—If the school is separated into two or more departments, taught by more than one teacher during the whole time of school in the school year, it may be reported as *Graded*; not otherwise.

No. 18.—Please be *very particular*. It is very desirable to ascertain the exact number of different persons engaged in teaching in the public schools of the State during the year; and if all Directors will report we may know. If you do not know, state according to your belief.

FINANCIAL REPORTS.—Great pains has been taken to make the blanks for the Financial Reports plain and easily understood. Full and correct accounts should be kept by the District Board, in a book provided for that purpose, of all moneys received or paid out by them. Report the bonded indebtedness, where *bonds* have been issued. The "total indebtedness" includes bonds and all other debts. Do not fail to give "amount due the District," if anything is due, from the township treasurer or other sources.

It is especially desired to have the name and postoffice address of the Director for the *ensuing* year. *Write plainly*.

NEW DISTRICTS.—Districts set off during the year may, in making their first annual report, embrace the time a school was kept by a qualified teacher in the District from which they have been set off, previous to the division, and since the beginning of the school year.

Three blanks will be forwarded to each Director of a School District. On the back of one will be found this Circular. On this blank the Director will, *immediately at the close of the school year*, make out his Annual Report to the Inspectors, and keep the same on file with the papers of his office. It should be made out so as to be presented for approval at the Annual Meeting. On the back of each of the other blanks will be found a blank for the census list, with affidavit attached. On the face of those the Director will make an exact copy to correspond with his report on this blank, and fill out the back with the census list, and swear to the affidavit before the Township Clerk, or some other proper officer, and deliver *both* copies to the Township Clerk before the second Monday in September. If the Director's Report is not made before the Annual Meeting,—as it should be,—it must be made directly after and before the second Monday in September, to entitle the District to its share of public money. [See Section 54, as amended by Legislature of 1879.] Several Districts lose their money every year by not complying with the law in this respect.

CORNELIUS A. GOWER,

Superintendent of Public Instruction.



Before filling this blank, read the notes and instructions.

ANNUAL STATISTICAL REPORT of School District No. 6 (West) of the Township of Lapeer County of Michigan to the School Inspectors, for the year 1880.

[ If the district is a fractional one write the word "fractional" after the No. above, and insert the name of the township in which the school-house is situated.]

Is the School a Graded one? [See Note.]...No.

1	2	3	4	5	6	7				8	9	10	11	12
No. of children in the district between the ages of 5 and (under) 20 years.	No. that attended school during the year. (Do not count any twice.)	No. of non-resident pupils.	No. of days' school during the year by qualified teachers.	No. vols. added to district library during the year.	Total No. of volumes in the district library.	No. of School-Houses and Material of Construction.				No. of pupils who can be seated in all the houses.	VALUE OF SCHOOL PROPERTY.	Indebtedness of district for which bonds have been issued.	Total indebtedness for all purposes, Sept. 6, 1880.	Amount due district from all sources, as near as known.
						No. of Stone.	No. of Brick.	No. of Frame.	No. of Log.	(If no house, fill the blank with "None.")				
60	52	0	180	4	62	0	0	1	0	4	\$ 400	\$ 0 00	\$ 30 00	\$ 88 00
13			14			15			STUDIES PURSUED.			18		
NAME OF EACH QUALIFIED TEACHER EMPLOYED.			No. of Months taught by each qualified teacher.			Total of Wages paid and due each Teacher for the year.			(Indicate the studies by placing a * against each that is taught.)			TEXT-BOOKS USED. (Give Names of Authors.)		
						Dollars.	Cents.							
Mr. Henry R. Lefebvre			24			62	20		1. Reading, . . . *			Independent		
Mr. A. G. Williams			12			36			2. Spelling, . . .			Hudson		
Miss L. C. Gilman			3			30			3. Writing, . . . *			Spencerian		
Miss Ellen M. Rice			2			24			4. Arithmetic, . .			Loomis & Pike		
									5. Geography, . .			Barnes		
									6. Grammar, . . .			Lusk		
									7. U. S. History, .			Burns		
									8. Algebra, . . .			Robinson		
									9. Book-keeping, .					
									10. Geometry, . .					
									11. Nat. Philosophy,					
									12. Chemistry, . .					
									13. Physiology, . .					
									14. Botany, . . .					
									15. Vocal Music . .					
									16. Drawing . . .					
									17. Civil Government,					
Total			9			186	50							
16														
Number of teachers who taught in some other district during this school year, before teaching in this district.			Males 0			Females 0								
17 Has the district a Dictionary? <u>Yes</u> . Has it a Globe? <u>No</u> .														
Has it Maps? <u>No</u> .														

FINANCIAL REPORT FOR THE YEAR ENDING SEPTEMBER 6, 1880

READ THIS.—If the following Report is correct, the totals of Receipts and Expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If money is advanced by any one in paying teacher or other expenses, in addition to the funds of the district, it should be included in the item "Received from all other sources." It is really money borrowed, and should also be included in the "Indebtedness," (Item 11, above). Do not foot up the columns alike unless they actually add up alike.

RECEIPTS.		EXPENDITURES.	
READ THIS.—Insert nothing here that has not come into the Assessor's hands; give exact amount of each fund separately and put nothing under any head save what the head indicates. Moneys from funds overdrawn or advanced by any person, or loaned, should be under the head "From all other sources." Money remaining in the hands of the Township Treasurer has not been "received" by the District, and no account should here be taken of it. Include that in "Amount due the district," (Item 12, above).		READ THIS.—The amount "paid teachers" should here include what has been actually paid during the year, including all that was paid on balance due for previous year, and not what may still be due. The latter will appear in the "indebtedness" (Item 11, above), and the total wages of the year is shown in Item 15, above. Include nothing in either item save what has actually been paid out.	
	Dollars. Cents.		Dollars. Cents.
1. Money on hand September 1, 1879.	253 81	1. Paid Male Teachers	92 50
2. Received from One Mill Tax.	110 86	5. Paid Female Teachers	90 88
3. Received from Primary School Interest Fund	27 95	3. Paid for Building or Repairing School-houses	9 50
4. Received from Library Fund	4 67	4. Paid for Library Books and care of Library	4 44
5. Received from tuition of Non-resident Pupils		5. Paid on Bonded Indebtedness	
6. Received from District Taxes for all purposes.	25 00	6. Paid for all other purposes	37 55
7. Received from all other sources		7. Amount on hand September 6, 1880	187 50
8. Total receipts, including moneys on hand, September 1, 1879	421 79	8. Total expenditures, including amount on hand	421 79

Name of the Director for the ensuing year. L. A. Jones Postoffice address. Westland

I HEREBY CERTIFY That the above is a correct Report from the aforesaid District No. 6 (West) Township of Lapeer County of Michigan for the School Year next preceding the first Monday of September, 1880.

Dated September 8 1880.

(Signed) L. A. Jones Director.  
(Approved) J. B. Hicks Moderator.



## DEPARTMENT OF PUBLIC INSTRUCTION,

Lansing, Mich., July 1, 1880.

To the Director:

You are earnestly requested to use great care in filling *correctly* all the blanks in this report. Many reports heretofore have been nearly useless, from their inaccuracy and incompleteness. *Report fully under each heading, and report just what the heading requires.*

## "IS THE SCHOOL A GRADED ONE?"

If the district is organized under the primary school law (with a board consisting of *three* members) the school being separated, however, into two or more departments, taught by more than one teacher *at the same time, and during the whole time* that school is maintained in the year; or if the district is organized under the graded school law, (with a board consisting of *six* members), in either case, the question, "Is the school a graded one?" should be answered in the affirmative.

## STATISTICAL.

[The numbers refer to the items correspondingly numbered in the blanks.]

ITEM No. 1.—The number of children in the district between the ages of 5 and 20 years, without regard to the number attending school. This does not include those who are 20,—only those *under* 20. The director must take a census of the children of the above ages, within the ten days next preceding the first Monday in September, and a list of the names, verified by the oath of the director, or of the person taking the census, must be furnished to the township clerk. No district is entitled to any share in the public school moneys without such list, with oath or affirmation. Read Section (49) of the General School Laws of 1879, before taking the census.

ITEM No. 2.—Directors have sometimes added the total number of scholars attending the winter school to the total number in the summer school, and reported the *sum* as the *whole number of children attending school* during the year. This is wrong. It is the number of *different children* who have attended school that is required. Be particular to count no scholar twice. If by any error the exact number cannot be told, give an estimate.

ITEM No. 4.—Give the exact number of days the school has been taught during the year by *qualified* teachers. If your district is a new one set off during the year from an old district, it should, in making its first annual report embrace the time a school was taught by a qualified teacher in the old district previous to the division, and since the beginning of the school year.

ITEMS Nos. 5 AND 6.—These items are to be given only in case the township library has been divided into *district libraries*. If the exact number of books cannot be ascertained, give the estimated number. The annual reports of this Department are now sent only to those districts and townships having libraries. Your careful attention is referred to Circular No. 7, respecting libraries, which was recently sent you.

## FINANCIAL.

Great care has been taken to make the blanks for the financial reports plain and easily understood, and yet some directors fail, time and again, to make a correct report, putting not only themselves, but others to considerable trouble in correcting their errors. By reading the notes under each heading, all these errors may be avoided. Full and correct accounts should be kept by the district board, in a book provided for that purpose, of all moneys received or paid out by them. Report the bonded indebtedness, where *bonds* have been issued. The "total indebtedness" includes bonds and all other debts. Do not fail to give "amount due the district," if anything is due, from the township treasurer or other sources.

## BLANKS AND REPORTS.

Three blanks will be forwarded to each director of a school district. On the back of one [No. 24,] will be found this circular. On this blank the director will, *immediately at the close of the school year*, make out his annual report to the inspectors, and keep the same on file with the papers of his office. It should be made out so as to be presented at the annual meeting of the district. On the back of each of the other blanks [No. 25,] will be found a blank for the census list, with affidavit attached. On the face of those the director will make an exact copy to correspond with his report on this blank, and fill out the back with the census list, and swear to the affidavit before the township clerk, or some other proper officer, and deliver *both copies* to the township clerk *before the second Monday in September*. If the director's report is not made before the annual meeting (as it should be), it *must be made directly after and before the second Monday in September*, to entitle the district to its share of public money. [See Section (56) General School Laws of 1879.] Several districts lost their public moneys last year by not complying with the law in this respect. No report should be made on old blanks. A full supply of blanks is sent annually to the county clerks, to be distributed through the township clerks to the several districts. If you need more, apply to the township clerk.

It is especially desired to have the name and postoffice address of the director for the *ensuing year*. Write *plainly*.

Respectfully,

CORNELIUS A. GOWER,

Superintendent of Public Instruction.



Before filling this blank, read the notes and instructions.

ANNUAL STATISTICAL REPORT of School District No. 6 Fractional of the Township of Texas County of Galveston to the School Inspectors, for the year 1883.

[If the district is a fractional one write the word "fractional" after the No. above, and insert the name of the township in which the school-house is situated.]

Is the School a Graded one? [See Note.].....

1	2	3	4	5	6	7	8	9	10	11	12						
No of children in the district between the ages of 5 and (under) 20 years.	No. that attended school during the year. (Do not count any twice.)	No. of non-resident pupils.	No. of days' school during the year by qualified teachers	No. vols added to district library during the year.	Total No. of volumes in the district library.	No. of SCHOOL-HOUSES AND MATERIAL OF CONSTRUCTION.				No. of Pupils who can be seated in all the houses.	VALUE OF SCHOOL PROPERTY. (If no house, fill the blank with "none.")	Indebtedness of district for which bonds have been issued.	Total indebtedness for all purposes, Sept. 3, 1883.	Amount due district from all sources, as near as known.			
	47	0	169	16	56	0	1	0	0	80	1600			96 65			
13					14	15	STUDIES PURSUED.				16						
NAME OF EACH QUALIFIED TEACHER EMPLOYED.					No. of Months taught by each qualified teacher.	Total of wages paid and due each Teacher for the year.		(Indicate the studies by placing a * against each that is taught.)				TEXT-BOOKS USED. (Give Names of Authors.)					
						Dollars.	Cents.										
Susie Ryder					2 days	84	00	1. Orthography, *				A. S. Barnes					
T. H. Cogswell					3	90	00	2. Reading, . . *									
Anna Pearson					3	60	00	3. Writing, . . *									
								4. Arithmetic, . *									
								5. Geography, . *									
								6. English Grammar,									
								7. U. S. History, *									
								8. Civil Government,									
								9. Algebra, , . *									
								10. Geometry, . .									
								11. Physiology, . .									
								12. Nat. Philosophy,									
								13. Botany, . . .									
Total					8 1/2 days	184	00										
17. Has the district a Dictionary? <u>yes</u> Has it a Globe? <u>no</u> Has it Maps? <u>no</u>																	

FINANCIAL REPORT FOR THE YEAR ENDING SEPTEMBER 3, 1883.

READ THIS.—If the following Report is correct, the totals of Receipts and Expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If money is advanced by any one in paying teacher or for other expenses, in addition to the funds of the district, it should be included in the item "Received from all other sources." It is really money borrowed, and should also be included in the "Indebtedness" (Item 11, above). Do not foot up the columns alike unless they actually add up alike.

RECEIPTS.			EXPENDITURES.		
READ THIS.—Insert nothing here that has not come into the Assessor's hands; give exact amount of each fund separately, and put nothing under any head save what the head indicates. Moneys from funds overdrawn or advanced by any person, or loaned, should be under the head "From all other sources." Money remaining in the hands of the Township Treasurer has not been "received" by the District, and no account should here be taken of it; include that in "Amount due the district" (Item 12, above).			READ THIS.—The amount "paid teachers" should here show what has been actually paid during the year, including all that was paid on balance due for previous year, and not what may still be due. The latter will appear in the "indebtedness" (Item 11, above), and the total wages of the year is shown in item 15, above. Include nothing in any item save what has actually been paid out, except in item 7.		
	Dollars.	Cents.		Dollars.	Cents.
1. Money on hand September 4, 1882.....	192	47	1. Paid Male Teachers.....	90	00
2. Received from One-Mill Tax.....	111	80	2. Paid Female Teachers.....	104	80
3. Received from Primary School Interest Fund.....			3. Paid for Building or Repairing School-houses.....	543	95
4. Received from Library Fund (Fines, Penalties, etc.).....			4. Paid for Library books and care of Library.....	12	85
5. Received from tuition of non-resident Pupils.....			5. Paid on bonded Indebtedness.....	<del>54</del>	<del>20</del>
6. Received from District Taxes for all purposes.....	586	93	6. Paid for all other purposes.....	54	90
7. Received from all other sources.....			7. Amount on hand September 3, 1883.....	84	90
8. Total receipts, including moneys on hand September 4, 1882.....	890	40	8. Total expenditures, including amount on hand.....	890	40

Name of the Director for the ensuing year L. A. Jones Postoffice address Oshkosh

I HEREBY CERTIFY That the above is a correct Report from the aforesaid District No. 6 Township of Texas for the School year next preceding the first Monday of September, 1883.

Dated September 3rd 1883.

(Signed) L. A. Jones Director.  
(Approved) J. B. Cook Moderator.



Before Filling this Blank Study the Following Instructions.

DEPARTMENT OF PUBLIC INSTRUCTION, }

Lansing, Mich., July 2 1883.

To the Director:

You are earnestly requested to use great care in filling *correctly* all the blanks in this report. Many reports heretofore have been nearly useless, from their inaccuracy and incompleteness. *Report fully under each heading, and report just what the heading requires.*

“IS THE SCHOOL A GRADED ONE?”

If the district is organized under the primary school law (with a board consisting of *three* members), the school being separated, however, into two or more departments, taught by more than one teacher *at the same time, and during the whole time* that school is maintained in the year; or if the district is organized under the graded school law (with a board consisting of *six* members), in either case, the question, “Is the school a graded one?” should be answered in the affirmative.

STATISTICAL.

[The numbers refer to the items correspondingly numbered in the blanks.]

ITEM No. 1.—The number of children in the district between the ages of 5 and 20 years, without regard to the number attending school. This does not include those who are 20,—only those *under* 20. Read Compiler's Section 49 of the General School Laws of 1881, before taking the census.

ITEM No. 2. Directors have sometimes added the total number of scholars attending the winter school to the total number in the summer school, and reported the *sum* as the *whole number of children attending school* during the year. This is wrong. It is the number of *different children* who have attended school that is required. Be particular to count no scholar twice. If by any error the exact number cannot be told, give an estimate.

ITEM No. 4.—Give the exact number of days the school has been taught during the year by *qualified* teachers. If your district is a new one, set off during the year from an old district, it should, in making its first annual report, embrace the time a school was taught by a qualified teacher in the old district previous to the division and since the beginning of the school year.

ITEMS NOS. 5 AND 6.—These items are to be given only in case the district *maintains a district library*. *Townships and districts failing to comply with the provisions of law relative to Libraries are excluded from the apportionment of library moneys as made by the County Treasurer.*

FINANCIAL.

Great care has been taken to make the blanks for the financial reports plain and easily understood, and yet some directors fail, time and again, to make a correct report, putting not only themselves, but others, to considerable trouble in correcting their errors. By reading the notes under each heading, all these errors may be avoided. Full and correct account should be kept by the district board, in a book provided for that purpose, of all moneys received or paid out by them. Report the bonded indebtedness, where *bonds* have been issued. The “total indebtedness” includes bonds and all other debts. Do not fail to give “amount due the district,” if anything is due, from the township treasurer or other sources.

BLANKS AND REPORTS.

*Three* blanks will be forwarded to each director of a school district. On the back of one [No. 24] will be found this circular. On this blank the director will, *immediately at the close of the school year*, make out his annual report to the inspectors, and keep the same on file with the papers of his office. It should be made out so as to be presented at the annual meeting of the district. On the back of each of the other blanks [No. 25] will be found a blank for the census list, with affidavit attached. On the face of those the director will make an exact copy to correspond with his report on this blank, and fill out the back with the census list, and swear to the affidavit before the township clerk or some other proper officer, and deliver *both copies* to the township clerk *before the second Monday in September*. If the director's report is not made before the annual meeting (as it should be), it *must be made directly afterwards and before the second Monday in September*, to entitle the district to its share of public money. [See Compiler's Section 50, General School Laws of 1881.] Several districts lost their public moneys last year by not complying with the law in this respect. No report should be made on old blanks. A full supply of blanks is sent annually to the county clerks, to be distributed through the township clerks to the several districts. If you need more, apply to the township clerk.

It is especially desired to have the name and postoffice address of the director for the *ensuing year*. *Write plainly.*

Respectfully,

HERSCHEL R. GASS,

Superintendent of Public Instruction.



Before filling this blank, read the notes and instructions.

ANNUAL STATISTICAL REPORT of School District No. 6 (Yucca) of the Township of Yucca County of Galapagos to the School Inspectors, for the year 1884.

[ If the district is a fractional one write the word "fractional" after the No. above, and insert the name of the township in which the school-house is situated ]

Is the School a graded one? [See note.] No

1	2	3	4	5	6	7				8	9	10		11	12	
No. of children in the district between the ages of 5 and (under) 20 years.	No. that attended school during the year. (Do not count any twice.)	No. of non-resident pupils.	No. of days' school during the year by qualified teachers	No. vols. added to district library during the year.	Total No. of volumes in the district library.	No. of SCHOOL-HOUSES AND MATERIAL OF CONSTRUCTION.				No. of Pupils who can be seated in all the houses.	VALUE OF SCHOOL PROPERTY.	Indebtedness of district for which bonds have been issued.	Total Indebtedness for all purposes, Sept. 1, 1884.	Amount due district from all sources, as near as known.		
						No. of Stone.	No. of Brick.	No. of Frame.	No. of Log.		(If no house, fill the blank with "none.")					
50	49	0	175	0	56	0	1	0	0	80	1680	00 0	80 0	0 0		
13						14		15		STUDIES PURSUED.			16			
NAME OF EACH QUALIFIED TEACHER EMPLOYED.					No. of Months taught by each qualified teacher.	Total of wages paid and due each Teacher for the year.		(Indicate the studies by placing a * against each that is taught.)					TEXT-BOOKS USED. (Give Names of Authors.)			
						Dollars.	Cents.									
Miss Estella Birdsell					2	84	50	1. Orthography, *					A. S. Barnes			
Frank Wilson					75 days	150	00	2. Reading, . . *								
					8			3. Writing, . . *								
James J. McLaughlin					3	87	00	4. Arithmetic, . x .								
								5. Geography, . *								
								6. English Grammar,								
								7. U. S. History, x								
								8. Civil Government,								
								9. Algebra, . . . *								
								10. Geometry, . . .								
Total					85 days	281	50	11. Physiology, . . x								
								12. Nat. Philosophy,								
								13. Botany, . . .								
17. Has the district a Dictionary? <u>Yes</u> Has it a Globe? <u>No</u> Has it Maps? <u>No</u>																

FINANCIAL REPORT FOR THE YEAR ENDING SEPTEMBER 1, 1884.

READ THIS.—If the following Report is correct, the totals of Receipts and Expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If money is advanced by any one in paying teacher or for other expenses, in addition to the funds of the district, it should be included in the item "Received from all other sources." It is really money borrowed, and should also be included in the "Indebtedness" (Item 11, above). Do not foot up the columns alike unless they actually add up alike.

RECEIPTS.			EXPENDITURES.						
READ THIS.—Insert nothing here that has not come into the Assessor's hands; give exact amount of each fund separately, and put nothing under any head save what the head indicates. Moneys from funds overdrawn or advanced by any person, or loaned, should be under the head "From all other sources." Money remaining in the hands of the Township Treasurer has not been "received" by the District, and no account should here be taken of it; include that in "Amount due the district" (Item 12, above).			Dollars.	Cents.	READ THIS.—The amount "paid teachers" should here show what has been actually paid during the year, including all that was paid on balance due for previous year, and not what may still be due. The latter will appear in the "indebtedness" (Item 11, above), and the total wages of the year is shown in item 15, above. Include nothing in any item save what has actually been paid out, except in item 7.			Dollars.	Cents.
1. Money on hand September 3, 1883.	84	90	1. Paid Male Teachers.	237	11				
2. Received from One-Mill Tax.	110	40	2. Paid Female Teachers.	84	50				
3. Received from Primary School Interest Fund.	167	63	3. Paid for Building or Repairing School-houses.	200	00				
4. Received from Library Fund (Fines, Penalties, etc.).	6	81	4. Paid for Library books and care of Library.						
5. Received from tuition of non-resident Pupils.			5. Paid on Bonded Indebtedness.						
6. Received from District Taxes for all purposes.	243	34	6. Paid for all other purposes.	80	69				
7. Received from all other sources.	7	75	7. Amount on hand September 1, 1884.	60	64				
8. Total receipts, including moneys on hand September 3, 1883,	622	83	8. Total expenditures, including amount on hand.	622	83				

Name of the Director for the ensuing year L. J. Smith Postoffice address Yucca

I HEREBY CERTIFY, That the above is a correct Report from the aforesaid District No. 6 Yucca Township of Yucca for the School year next preceding the first Monday of September, 1884.  
Dated September 10th 1884.

(Signed) L. J. Smith Director.  
(Approved) [Signature] Moderator.



## DEPARTMENT OF PUBLIC INSTRUCTION, }

Lansing, Mich., July 1, 1884.

To the Director:

You are earnestly requested to use great care in filling *correctly* all the blanks in this report. Many reports heretofore have been nearly useless, from their inaccuracy and incompleteness. *Report fully under each heading, and report just what the heading requires.*

## “IS THE SCHOOL A GRADED ONE?”

If the district is organized under the primary school law (with a board consisting of *three* members), the school being separated, however, into two or more departments, taught by more than one teacher, *at the same time, and during the whole time* that school is maintained in the year; or if the district is organized under the graded school law (with a board consisting of *five* members), in either case, the question, “Is the school a graded one?” should be answered in the affirmative.

## STATISTICAL.

[The numbers refer to the items correspondingly numbered in the blanks.]

ITEM No. 1.—The number of children in the district between the ages of 5 and 20 years, without regard to the number attending school. This does not include those who are 20,—only those *under* 20. Read Compiler's Section 49 of the General School Laws of 1881, before taking the census.

ITEM No. 2.—Directors have sometimes added the total number of scholars attending the winter school to the total number in the summer school, and reported the *sum* as the *whole number of children attending school* during the year. This is wrong. It is the number of *different children* who have attended school that is required. Be particular to count no scholar twice. If by any error the exact number cannot be told, give an estimate.

ITEM No. 4.—Give the exact number of days the school has been taught during the year by *qualified* teachers. If your district is a new one, set off during the year from an old district, it should, in making its first annual report, embrace the time a school was taught by a qualified teacher in the old district previous to the division and since the beginning of the school year.

ITEMS Nos. 5 AND 6.—These items are to be given only in case the district *maintains a district library*. *Townships and districts failing to comply with the provisions of law relative to Libraries are excluded from the apportionment of library moneys as made by the County Treasurer.*

## FINANCIAL.

Great care has been taken to make the blanks for the financial reports plain and easily understood, and yet some directors fail, time and again, to make a correct report, putting not only themselves, but others, to considerable trouble in correcting their errors. By reading the notes under each heading, all these errors may be avoided. Full and correct account should be kept by the district board, in a book provided for that purpose, of all moneys received or paid out by them. Report the bonded indebtedness, where *bonds* have been issued. The “total indebtedness” includes bonds and all other debts. Do not fail to give “amount due the district,” if anything is due, from the township treasurer or other sources.

## BLANKS AND REPORTS.

*Three* blanks are forwarded to each director of a school district. On the back of one [No. 24] will be found this circular. On this blank the director will, *immediately at the close of the school year*, make out his annual report to the inspectors, and keep the same on file with the papers of his office. It should be made out so as to be presented at the annual meeting of the district. On the back of each of the other blanks [No. 25] will be found a blank for the census list, with affidavit attached. On the face of those the director will make an exact copy to correspond with his report on this blank, and fill out the back with the census list, and swear to the affidavit before the township clerk or some other proper officer, and deliver *both copies* to the township clerk *before the second Monday in September*. If the director's report is not made before the annual meeting (as it should be), it *must be made directly afterwards and before the second Monday in September*, to entitle the district to its share of public money. [See Compiler's section 50, General School Laws of 1881.] Several districts lost their public moneys last year by not complying with the law in this respect. No report should be made on old blanks. A full supply of blanks is sent annually to the county clerks, to be distributed through the township clerks to the several districts. If you need more, apply to the township clerk.

It is especially desired to have the name and postoffice address of the director for the *ensuing year*. *Write plainly.*

Respectfully,

HERSCHEL R. GASS,

Superintendent of Public Instruction.



Before filling this blank, read the notes and instructions.

ANNUAL STATISTICAL REPORT of School District No. 6 (Gravel) Of the Township of Del Rio County of Kalamazoo to the School Inspectors, for the year 1885.

[If the district is a fractional one write the word "fractional" after the No. above, and insert the name of the township in which the school-house is situated.]

Is the School a graded one? No

1	2	3	4	5	6	7	8	9	10	11	12				
No. of children in the district between the ages of 5 and (under) 20 years.	No. that attended school during the year. (Don't count any twice.)	No. of non-resident pupils.	No. of days school during the year by qualified teachers.	No. vols. added to district library during the year.	Total No. of volumes in the district library.	No. of School-Houses and Material of Construction.				No. of pupils who can be seated in all the houses.	Value of School Property. (If no house, fill the blank with "none.")	Indebtedness of district for which bonds have been issued.	Total Indebtedness for all purposes, Sept. 7, 1885.	Amount due district from all sources, as near as known.	
						No. of Stone.	No. of Brick.	No. of Frame.	No. of Log.						
55	41	00	180	00	50	0	1	0	0	80	\$ 1600 00	\$ 00 00	\$ 00 00	\$ 00 00	
13					14					15					
NAME OF EACH QUALIFIED TEACHER EMPLOYED.					No. of Months taught by each qualified teacher.		Total wages paid and due each Teacher for the year.		STUDIES PURSUED.					16	
							Dollars. Cents.		(Indicate the studies by placing a* against each that is taught.)					TEXT-BOOKS USED. (Give Names of Authors.)	
B. H. McLaughlin					2		58 00		1. Orthography, *					A. S. Barnes	
C. H. Beasly					4		160 00		2. Reading, . + .						
E. H. McLaughlin					3		66 00		3. Writing, . . + .						
									4. Arithmetic, . + .						
									5. Geography, . + .						
									6. English Grammar, *						
									7. U. S. History, *						
									8. Civil Government, *						
									9. Algebra, . . . x						
									10. Geometry, . . .						
									11. Physiology, . . +						
									12. Nat. Philosophy,						
Total					9		284 00		13. Botany, . . .						
17. Has the district a Dictionary? <u>yes</u> Has it a Globe? <u>no</u> Has it Maps? <u>no</u>															

FINANCIAL REPORT FOR THE YEAR ENDING SEPTEMBER 7, 1885.

READ THIS.—If the following report is correct, the total of Receipts and Expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If money is advanced by any one in paying teacher or for other expenses, in addition to the funds of the district, it should be included in the item "Received from all other sources." It is really money borrowed, and should also be included in the "Indebtedness" (Item 11, above). Do not foot up the columns alike unless they actually add up alike.

RECEIPTS.			EXPENDITURES.		
READ THIS.—Insert nothing here that has not come into the Assessor's hands; give exact amount of each fund separately, and put nothing under any head save what the head indicates. Moneys from funds overdrawn or advanced by any person, or loaned, should be under the head "From all other sources." Money remaining in the hands of the Township Treasurer has not been "received" by the District, and no account should be taken of it; include that in "Amount due the district" (Item 12, above).			READ THIS.—The amount "paid teachers" should here show what has been actually paid during the year, including all that was paid on balance due for previous year, and not what may still be due. The latter will appear in the "Indebtedness" (Item 11, above), and the total wages of the year is shown in item 15, above. Include nothing in any item save what has actually been paid out, except in item 7.		
	Dollars.	Cents.		Dollars.	Cents.
1. Money on hand September 1, 1884.....	60	04	1. Paid Male Teachers.....	218	00
2. Received from One-Mill Tax.....	108	79	2. Paid Female Teachers.....	66	00
3. Received from Primary School Interest Fund.....	62	00	3. Paid for Building or Repairing School-houses.....	1	65
4. Received from Library Fund (Fines, Penalties, etc.).....	17	46	4. Paid for Library Books and care of Library.....		
5. Received from tuition of non-resident Pupils.....			5. Paid on Bonded Indebtedness.....		
6. Received from District Taxes for all purposes.....	85	42	6. Paid for all other purposes.....	40	55
7. Received from all other sources.....	18	82	7. Amount on hand September 7, 1885.....	18	03
8. Total receipts, including moneys on hand September 1, 1884,	347	03	8. Total expenditures, including amount on hand.....	347	03

Name of the Director for the ensuing year..... Postoffice address.....

I HEREBY CERTIFY, That the above is a correct Report from the aforesaid District No. 6 (Gravel) Township of Del Rio for the School year next preceding the first Monday of September, 1885.

Dated September 7<sup>th</sup> 1885.

(Signed) L. A. Jones Director.  
(Approved) A. Holmes Moderator.



## DEPARTMENT OF PUBLIC INSTRUCTION, }

Lansing, Mich., July 1, 1885. }

To the Director:

You are earnestly requested to use great care in filling *correctly* all the blanks in this report. Many reports heretofore have been nearly useless from their inaccuracy and incompleteness. *Report fully under each heading, and report just what the heading requires.*

## "IS THE SCHOOL A GRADED ONE?"

If the district is organized under the primary school law (with a board consisting of *three* members), the school being separated, however, into two or more departments, taught by more than one teacher, *at the same time, and during the whole time* that school is maintained in the year; or if the district is organized under the graded school law (with a board consisting of *five* members), in either case, the question, "Is the school a graded one?" should be answered in the affirmative.

## STATISTICAL.

[The numbers refer to the items correspondingly numbered in the blanks.]

ITEM No. 1.—The number of children in the district between the ages of 5 and 20 years, without regard to the number attending school. This does not include those who are 20,—only those *under* 20. Read Compiler's Section 49 of the General School Laws of 1881, before taking the census.

ITEM No. 2.—Directors have sometimes added the total number of scholars attending the winter school to the total number in the summer school, and reported the *sum* as the *whole number of children attending school* during the year. This is wrong. It is the number of *different children* who have attended school that is required. Be particular to count no scholar twice. If by any error the exact number cannot be told, give an estimate.

ITEM No. 4.—Give the exact number of days the school has been taught during the year by *qualified* teachers. If your district is a new one, set off during the year from an old district, it should, in making its first annual report, trace the time a school was taught by a qualified teacher in the old district previous to the division and since the beginning of the school year.

ITEMS Nos. 5 AND 6—These items are to be given only in case the district *maintains a district library*. *Townships and districts failing to comply with the provisions of law relative to Libraries are excluded from the apportionment of library moneys as made by the County Treasurer.*

## FINANCIAL.

Great care has been taken to make the blanks for the financial reports plain and easily understood, and yet some directors fail, time and again, to make a correct report, putting not only themselves, but others, to considerable trouble in correcting their errors. By reading the notes under each heading, all these errors may be avoided. Full and correct account should be kept by the district board, in a book provided for that purpose, of all moneys received or paid out by them. Report the bonded indebtedness, where *bonds* have been issued. The "total indebtedness" includes bonds and all other debts. Do not fail to give "amount due the district," if anything is due, from the township treasurer or other sources.

## BLANKS AND REPORTS.

Three blanks are forwarded to each director of a school district. On the back of one [No. 24] will be found this circular. On this blank the director will, *immediately at the close of the school year*, make out his annual report to the inspectors, and keep the same on file with the papers of his office. It should be made out so as to be presented at the annual meeting of the district. On the back of each of the other blanks [No. 25] will be found a blank for the census list, with affidavit attached. On the face of these the director will make an exact copy to correspond with his report on this blank, and fill out the back with the census list, and swear to the affidavit before the township clerk or some other proper officer, and deliver *both copies* to the township clerk *before the second Monday in September*. If the director's report is not made before the annual meeting (as it should be), it *must be made directly afterwards and before the Second Monday in September*, to entitle the district to its share of public money. [See Compiler's Section 50, General School Laws of 1881.] Several districts lost their public moneys last year by not complying with the law in this respect. No report should be made on old blanks. A full supply of blanks is sent annually to the county clerks, to be distributed through the township clerks to the several districts. If you need more, apply to the township clerk.

It is especially desired to have the name and postoffice address of the director for the *ensuing year*. *Write plainly.*

Respectfully,

THEODORE NELSON,  
Superintendent of Public Instruction.



Before Filling this Blank, Read the Notes and Instructions.

ANNUAL STATISTICAL REPORT of School District No. 6 Fractional of the Township of Texas

County of Kalamazoo to the School Inspectors, for the Year 1889.

[If the District is a fractional one, write the word "fractional" after the No. above, and insert the name of the township in which the school house is situated.]

IS THE SCHOOL A GRADED ONE? No

1	1½	2	2½	3	4	5	6	7				8	9	10	11	12
No. of children in the district between the ages of 5 and (under) 20 years.	No. of children in the district between the ages of 8 and 14 years.	No. that attended school during the year. (Do not count any twice.)	No. between 8 and 14 years of age that attended school during the year.	No. of non-resident pupils.	No. of days school during the year by qualified teachers.	No. volumes added to district library during the year.	Total No. of vols in the district library.	No. of School Houses and Material of Construction.				No. of Pupils who can be seated in all the houses.	Value of School Property.	Indebtedness of district for which bonds have been issued.	Total Indebtedness for all purposes, Sept 2, 1889.	Amount due district from all sources as near as known.
No. of Stone.	No. of Brick.	No. of Frame.	No. of Log.									(If no house, fill the blank with "none.")				
28	19	39	18	5	182	0		1				50	\$ 13.00	\$ 0	\$ 0	\$ 1
13				14				15				16				
NAME OF EACH QUALIFIED TEACHER EMPLOYED.				Number of months taught by each qualified teacher.		Total wages paid and due each Teacher for the year.		STUDIES PURSUED.				TEXT BOOKS USED.				
						DOLLARS. CENTS.		(Indicate the Studies by placing a * against each that is taught.)				(Give Names of Authors.)				
James H. McLaughlin				6		230		1. Orthography, .	*					Harper		
Sheldon Coleman				3		60		2. Reading, .	*					Robinson		
								3. Writing, .	*					Brimston		
								4. Arithmetic, .	*					Seats		
								5. Geography, .	*					Hudakson		
								6. English Grammar,	*							
								7. U. S. History, .	*							
								8. Civil Government,	*							
								9. Algebra, .								
								10. Geometry, .								
								11. Physiology, .	*							
								12. Natural Philosophy,								
								13. Botany, .								
Total,						290										
17. Has the district a dictionary? yes. Has it a Globe? yes. Has it Maps? No.																

FINANCIAL REPORT FOR THE YEAR ENDING SEPTEMBER 2, 1889.

READ THIS.—If the following report is correct, the total of Receipts and Expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If money is advanced by any one in paying teacher or for other expenses, in addition to the funds of the district, it should be included in the item "received from all other sources." It is really money borrowed and should also be included in the "Indebtedness" (Item 11, above.) Do not foot up the columns alike unless they actually add up alike.

RECEIPTS.			EXPENDITURES.				
READ THIS.—Insert nothing here that has not come into the Assessor's hands; give exact amount of each fund separately and put nothing under any head save what the head indicates. Moneys from funds overdrawn or advanced by any person, or loaned, should be under the head "From all other sources." Money remaining in the hands of the Township Treasurer has not been "received" by the District and no account should here be taken of it; include that in "amount due the district" (Item 12 above).			DOLLARS.	CENTS.	READ THIS.—The amount "paid teachers" should here show what has been actually paid during the year, including all that was paid on balance due for previous year, and not what may still be due. The latter will appear in the "indebtedness" (Item 11 above), and the total wages of the year is shown in item 15 above. Include nothing in any item save what has actually been paid out, except in Item 7.		
1. Money on hand September 3, 1888	183	55	1. Paid Male Teachers	290			
2. Received from One-Mill Tax	108	69	2. Paid Female Teachers				
3. Received from Primary School Interest Fund	54	19	3. Paid for Building or Repairing School Houses				
4. Received from Library Fund (Fines, Penalties, etc.)	1	27	4. Paid for Library Books and care of Library				
5. Received from tuition of non-resident pupils			5. Paid on Bonded Indebtedness				
6. Received from District Taxes for all purposes	98	17	6. Paid for all other purposes	90	10		
7. Received from all other sources	5	20	7. Amount on hand September 2, 1889	70	92		
8. Total receipts, including moneys on hand, September 3, 1888	451	02	8. Total expenditures, including amount on hand	451	02		

N. B.—Is Physiology and Hygiene taught in your School as provided in Act No. 165, Public Acts of 1887? yes  
Name of the Director for the ENSUING year N. S. Kinney Post Office Address Oshtemo  
Did your district vote to furnish free text books as provided in Act No. 147, Public Acts of 1889?

I HEREBY CERTIFY, That the above is a correct Report from the aforesaid District No. Township of for the School year next preceding the first Monday of September, 1889.  
Dated September 1889.

(Signed) N. S. Kinney Director.  
(Approved) A. Pyholmes Moderator.



Before filling this Blank Study the following Instructions :

# DEPARTMENT OF PUBLIC INSTRUCTION, }

Lansing, Michigan, July 2, 1889.

## To the Director:

You are earnestly requested to use great care in filling correctly all the blanks in this report. Many reports heretofore have been nearly useless from their inaccuracy and incompleteness. Report fully under each heading, and report just what the heading requires.

### "IS THE SCHOOL A GRADED ONE?"

If the district is organized under the primary school law (with a board consisting of three members), the school being separated, however, into two or more departments, taught by more than one teacher, at the same time, and during the whole time that school is maintained in the year; or if the district is organized under the graded school law (with a board consisting of five members), in either case, the question, "Is the school a graded one?" should be answered in the affirmative.

### STATISTICAL.

[The numbers refer to the items correspondingly numbered in the blanks.]

ITEM NO. 1.—The number of children in the district between the ages of 5 and 20 years, without regard to the number attending school. This does not include those who are 20,—only those under 20. Read Compiler's Section 49 of the General School Laws of 1885, before taking the census.

ITEM NO. 2.—Directors have sometimes added the total number of scholars attending the winter school to the total number in the summer school, and reported the sum as the whole number of children attending school during the year. This is wrong. It is the number of different children who have attended school that is required. Be particular to count no scholar twice. If by any error the exact number cannot be told, give an estimate.

ITEM NO. 4.—Give the exact number of days the school has been taught during the year by qualified teachers. If your district is a new one, set off during the year from an old district, it should, in making its first annual report, embrace the time a school was taught by a qualified teacher in the old district previous to the division and since the beginning of the school year.

ITEMS NOS. 5 AND 6.—These items are to be given only in case the district maintains a district library. Townships and districts failing to comply with the provisions of law relative to Libraries are excluded from the apportionment of library moneys as made by the County Treasurer.

### FINANCIAL.

Great care has been taken to make the blanks for the financial reports plain and easily understood, and yet some directors fail, time and again, to make a correct report, putting not only themselves but others, to considerable trouble in correcting their errors. By reading the notes under each heading, all these errors may be avoided. Full and correct account should be kept by the district board, in a book provided for that purpose, of all moneys received or paid out by them. Report the bonded indebtedness, where bonds have been issued. The "total indebtedness" includes bonds and all other debts. Do not fail to give "amount due the district," if anything is due, from the township treasurer or other sources.

### BLANKS AND REPORTS.

Three blanks are forwarded to each director of a school district. On the back of one [No. 13] will be found this circular. On this blank the director will, immediately at the close of the school year, make out his annual report to the inspectors, and keep the same on file with the papers of his office. It should be made out so as to be presented at the annual meeting of the district. On the back of each of the other blanks [No 14] will be found a blank for the census list, with affidavit attached. On the face of those the director will make an exact copy to correspond with his report on this blank, and fill out the back with the census list, and swear to the affidavit before the township clerk or some other proper officer, and deliver both copies to the township clerk before the second Monday in September. If the director's report is not made before the annual meeting (as it should be), it must be made directly afterward, and before the second Monday in September, to entitle the district to its share of public money. [See Compiler's Section 50, General School Laws of 1885] should be made on old blanks. A full supply of blanks is sent annually to the Secretary of the County Board of School Examiners to be distributed through the township clerks to the several districts. If you need more, apply to the township clerk.

### FREE TEXT BOOKS.

Act No. 147, Public Acts of 1889, requires the qualified voters of every school district, excepting those organized under special charter, to vote at the annual school meeting in 1889, upon the question of furnishing free text books to all pupils in the district. It further provides that the district board in districts adopting free text books, shall so state in their annual report. On the face of this blank, and also on blank No. 14, will be found the question "Did your district vote to furnish free text books, as provided in Act No. 147, Public Acts of 1889?" Please answer this question "Yes" or "No," as the case may be.

It is especially desired to have the name and postoffice address of the director for the ensuing year. Write plainly.

Respectfully,

JOSEPH ESTABROOK,

Superintendent of Public Instruction.



Before Filling this Blank, Read the Notes and Instructions.

ANNUAL STATISTICAL REPORT of the School District No. 6 Tract of the Township of Texas  
County of Kalamazoo to the School Inspectors, for the Year 1891.

[If the District is a fractional one, write the word "fractional" after the No. above, and insert the name of the township in which the school house is situated.]

IS THE SCHOOL A GRADED ONE? No

1	1½	2	2½	3	4	5	6	7	8	9	10	11	12																																														
No. of children in the district between the ages of 5 and (under) 20 years.			No. of children in the district between the ages of 5 and 14 years.			No. between 5 & 20 yrs. that attended school during the year. (Do not count any twice.)			No. between 8 and 14 years of age that attended school during the year.			No. of non-resident pupils.			No. of days' school during the year by qualified teachers.			No. volumes added to district library during the year.			Total No. of vols in the district library.			No. of School Houses and Material of Construction.				No. of pupils who can be seated in all the houses.			Value of school Property.			Indebtedness of district for which bonds have been issued.			Total indebtedness for all purposes, Sept 7, 1891.			Amount due district from all sources as near as known.																			
Male. Fem. Total.			Male. Fem. Total.			Male. Fem. Total.			Male. Fem. Total.			Male. Fem. Total.			Male. Fem. Total.			Male. Fem. Total.			Male. Fem. Total.			Male. Fem. Total.			Male. Fem. Total.			Male. Fem. Total.			Male. Fem. Total.			Male. Fem. Total.			Male. Fem. Total.			Male. Fem. Total.																	
14 14 28			10 14 10 24			10 14 10 24			10 14 10 24			10 14 10 24			10 14 10 24			10 14 10 24			10 14 10 24			10 14 10 24			10 14 10 24			10 14 10 24			10 14 10 24			10 14 10 24			10 14 10 24			10 14 10 24			10 14 10 24														
13												14												15												STUDIES PURSUED.												16											
NAME OF EACH QUALIFIED TEACHER EMPLOYED.												Number of months taught by each qualified teacher.												Total wages paid and due each teacher for the year.												(Indicate the Studies by placing a* against each that is taught.)												TEXT BOOKS USED. (Give Names of Authors.)											
																								DOLLARS. CENTS.																																			
Mellie Jones												2												40												1. Orthography, x - -												Harpers											
William McLaughlin												4												140												2. Reading, x - -												Harpers											
Ethel Kinney												3												60												3. Writing, x - -												Robinson											
																																				4. Arithmetic, x - -												Harpers											
																																				5. Geography, x - -												Hinton											
																																				6. English Grammar, x - -												Scott											
																																				7. U. S. History, x - -												Young											
																																				8. Civil Government, x - -																							
																																				9. Algebra, - - -																							
																																				10. Geometry, - - -																							
																																				11. Physiology, x - -												Hutchins											
																																				12. Natural Philosophy, - - -																							
																																				13. Botany, - - -																							
Total,												7												240																																			
17. Has the district a Dictionary? <u>yes</u>												Has it a Globe? <u>yes</u>												Has it Maps? <u>no</u>																																			

FINANCIAL REPORT FOR THE YEAR ENDING SEPTEMBER 7, 1891.

READ THIS.—If the following report is correct, the total of Receipts and Expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If money is advanced by any one in paying teacher or for other expenses, in addition to the funds of the district, it should be included in the item "received from loans." It is really money borrowed and should also be included in the "Indebtedness" (Item 11, above). Do not foot up the columns alike unless they actually add up alike.

RECEIPTS.			EXPENDITURES.										
READ THIS.—Insert nothing here that has not come into the Assessor's hands; give exact amount of each fund separately and put nothing under any head save what the head indicates. Moneys from funds overdrawn or advanced by any person, or loaned, should be under the head "From Loans." Money remaining in the hands of the Township Treasurer has not been "received" by the District and no account should here be taken of it; include that in "amount due the district." (Item 12, above.)			DOLLARS.		CENTS.		READ THIS.—The amount "paid teachers" should here show what has been actually paid during the year, including all that was paid on balance due for previous year, and not what may still be due. The latter will appear in the "indebtedness" (Item 11, above.) and the total wages of the year is shown in item 15, above. Include nothing in any item save what has actually been paid out, except in Item 7.			DOLLARS.		CENTS.	
1. Money on hand September 1, 1890.....			72		08		1. Paid Male Teachers.....			140			
2. Received from One-Mill Tax.....			103		97		2. Paid Female Teachers.....			100			
3. Received from Primary School Interest Fund.....			78		76		3. Paid for Building or Repairing School Houses.....						
4. Received from Library Fund (Fines, Penalties, etc.).....			3		45		4. Paid for Library Books and care of Library.....						
5. Received from tuition of non-resident pupils.....							5. Paid on Indebtedness (Principal).....						
6. Received from District Taxes for all purposes.....			125		15		6. Paid Interest on Loans.....						
7. Received from Loans.....							7. Paid for all other purposes.....			20		30	
8. Received from all other sources.....					69		8. Amount on hand September 7, 1891.....			93		80	
9. Total receipts, including moneys on hand, September 1, 1890.....			354		10		9. Total expenditures, including amount on hand.....			334		10	

N. B.—Is Physiology and Hygiene taught in your School as provided in Act No. 165, Public Acts of 1887? yes  
Name of the Director for the ENSUING year N. S. Kinney Postoffice Address Oshkosh  
Does your District furnish free text books as provided in Act No. 147, Public Acts of 1889? no

I HEREBY CERTIFY, That the above is a correct Report from the aforesaid District No. 6 Tract, Township of Texas for the School year next preceding the first Monday of September, 1891.  
Dated September 9 1891.  
(Signed) N. S. Kinney Director.  
(Approved) A. P. Holmes Moderator.



Before filling this Blank Study the following Instructions.

## DEPARTMENT OF PUBLIC INSTRUCTION,

Lansing, Michigan, June 29, 1891.

To the Director:

You are earnestly requested to use great care in filling correctly all the blanks in this report. Many reports heretofore have been nearly useless from their inaccuracy and incompleteness. Report fully under each heading, and report just what the heading requires.

### "IS THE SCHOOL A GRADED ONE?"

If the district is organized under the primary school law (with a board consisting of three members), the school being separated, however, into two or more departments, taught by more than one teacher, at the same time, and during the whole time that school is maintained in the year; or if the district is organized under the graded school law (with a board consisting of five members), in either case, the question, "Is the school a graded one?" should be answered in the affirmative.

### STATISTICAL.

[The numbers refer to the items correspondingly numbered in the blanks.]

**Item No. 1.**—The number of children in the district between the ages of 5 and 20 years, without regard to the number attending school. This does not include those who are 20,—only those under 20. Read Compiler's Section 49 of the General School Laws of 1889, before taking the census.

**Item No. 2.**—Directors have sometimes added the total number of scholars attending the winter school to the total number in the summer school, and reported the sum as the whole number of children attending school during the year. This is wrong. It is the number of different children who have attended school that is required. Be particular to count no scholar twice. If by any error the exact number cannot be told, give an estimate.

**Item No. 4.**—Give exact number of days the school has been taught during the year by qualified teachers. If your district is a new one set off during the year from an old district, it should, in making its first annual report, embrace the time a school was taught by a qualified teacher in the old district previous to the division and since the beginning of the school year.

**Items Nos. 5 and 6.**—These items are to be given only in case the district maintains a district library. Townships and districts failing to comply with the provisions of law relative to Libraries are excluded from the apportionment of library moneys as made by the County Treasurer.

### FINANCIAL.

Great care has been taken to make the blanks for the financial reports plain and easily understood, and yet some directors fail time and again, to make a correct report, putting not only themselves but others, to considerable trouble in correcting their errors. By reading the notes under each heading, all these errors may be avoided. Full and correct account should be kept by the district board in a book provided for that purpose, of all moneys received or paid out by them. Report the bonded indebtedness, where bonds have been issued. The "total indebtedness" includes bonds and all other debts. Do not fail to give "amount due the district," if anything is due, from the township treasurer or other sources.

### BLANKS AND REPORTS.

Three blanks are forwarded to each director of a school district. On the back of one [No. 13] will be found this circular. On this blank the director will, immediately at the close of the school year, make out his annual report to the inspectors, and keep the same on file with the papers of his office. It should be made out so as to be presented at the annual meeting of the district. On the back of each of the other blanks [No. 14] will be found a blank for the census list, with affidavit attached. On the face of those the director will make an exact copy to correspond with his report on this blank, and fill out the back with the census list, and swear to the affidavit before the township clerk or some other proper officer, and deliver both copies to the township clerk before the second Monday in September. If the director's report is not made before the annual meeting (as it should be), it must be made directly afterward, and before the second Monday in September, to entitle the district to its share of public money. [See Compiler's Section 50, General School Laws of 1889.] No report should be made on old blanks. A full supply of blanks is sent annually to the Secretary of the County Board of School Examiners to be distributed through the township clerks to the several districts. If you need more, apply to the township clerk.

### FREE TEXT BOOKS.

Act No. 147, Public Acts of 1889, requires the qualified voters of every school district, excepting those organized under special charter, to vote at the annual school meeting in 1889, upon the question of furnishing free text books to all pupils in the district. It further provides that the district board in districts adopting free text books, shall so state in their annual report. On the face of this blank, and also blank No. 14, will be found the question, "Does your district furnish free text books, as provided in Act No. 147, Public Acts of 1889?" Please answer this question "Yes" or "No," as the case may be.

It is especially desired to have the name and postoffice address of the director for the ensuing year. Write plainly.

Respectfully,

FERRIS S. FITCH,

Superintendent of Public Instruction.



BEFORE FILLING THIS BLANK, READ THE NOTES AND INSTRUCTIONS.

ANNUAL STATISTICAL REPORT of the School District No. 6 of the Township of Kalamazoo  
County of Kalamazoo to the School Inspectors for the Year 1894

[If the District is a fractional one, write the word "fractional" after the No. above, and insert the name of the township in which the school house is situated.]

IS THE SCHOOL A GRADED ONE? No

1	1½	2	2½	3	4	5	6	6½	7	8	9	10	11	12															
No. of children in the district between the ages of 5 and (under) 20 years.		No. of children in the district between 8 and (under) 14 years.		No. between 5 & 20 yrs. that attended school during the year. (Do not count any twice.)		No. between 8 and 14 years of age that attended school during the year.		No. of non-resident pupils.		No. of days' school during the year by qualified teachers.		No. volumes added to district library during the year.		Total No. of vol'ns in the district library.		Has your district a U. S. flag and flagstaff.		No. of School Houses and Material of Construction.		No. of pupils who can be seated in all the houses.		Value of sch'l property.		Indebtedness of district for which bonds have been issued.		Total indebtedness for all purposes Sept. 3, 1894.		Amount due district from all sources as near as known.	
Male.	Fem.	Total.	Male.	Fem.	Total.	Male.	Fem.	Total.	Male.	Fem.	Total.	Male.	Fem.	Total.	Male.	Fem.	Total.	No. of Stone.	No. of Brick.	No. of Frame.	No. of Log.	(If no prop'y fill the blank with "none")	\$	\$	\$	\$			
12	12	24	14	10	24	23	5	180	0	40	40	0	1	0	0	75	1200	\$	\$	\$	\$								
13						14						15						STUDIES PURSUED.						16					
NAME OF EACH QUALIFIED TEACHER EMPLOYED.						No. of months taught by each qualified teacher.		Total wages paid and due each teacher for the year.		(Indicate the Studies by placing a * against each that is taught.)						TEXT-BOOKS USED. (Give Names of Authors.)													
<u>Minnie Engel</u>						<u>6</u>		<u>2 00</u>		<u>Algebra, - - *</u>						<u>Robinson</u>													
<u>J. H. McLaughlin</u>						<u>3</u>		<u>76</u>		<u>Arithmetic, - - *</u>						<u>Young</u>													
										<u>Botany, - - -</u>						<u>Hodges</u>													
										<u>Civil Government, *</u>						<u>Simmons</u>													
										<u>Geography, - - *</u>						<u>Harper</u>													
										<u>Geometry, - - -</u>						<u>Harper</u>													
										<u>Grammar, - - *</u>						<u>Harper</u>													
										<u>Natural Philosophy, *</u>						<u>Harper</u>													
										<u>Orthography, - - *</u>						<u>Harper</u>													
										<u>Physiology, - - *</u>						<u>Harper</u>													
										<u>Reading, - - *</u>						<u>Harper</u>													
										<u>U. S. History, - - *</u>						<u>Harper</u>													
										<u>Writing, - - *</u>						<u>Harper</u>													
Total,						<u>9</u>		<u>2 76</u>																					
17. Has the district a Dictionary? <u>Yes</u> Has it a Globe? <u>No</u> Has it Maps? <u>Yes</u>																													

## FINANCIAL REPORT FOR THE YEAR ENDING SEPTEMBER 3, 1894.

READ THIS.—If the following report is correct, the total of Receipts and Expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If money is advanced by any one in paying teacher or for other expenses, in addition to the funds of the district, it should be included in the item "received from loans." It is really money borrowed and should also be included in the "Indebtedness" (Item 11 above). Do not foot up the columns alike unless they actually add up alike.

RECEIPTS.			EXPENDITURES.		
READ THIS.—Insert nothing here that has not come into the Assessor's hands; give exact amount of each fund separately and put nothing under any head save what the head indicates. Moneys from funds overdrawn or advanced by any person, or loaned, should be under the head "From Loans." Money remaining in the hands of the Township Treasurer has not been "received" by the District and no account should here be taken of it; include that in "amount due the district." (Item 12, above.)			READ THIS.—The amount "paid teachers" should here show what has been actually paid during the year, including all that was paid on balance due for previous year, and not what may still be due. The latter will appear in the "indebtedness" (Item 11, above) and the total wages of the year is shown in item 15, above. Include nothing in any item save what has actually been paid out except in Item 8.		
	DOLLARS.	CENTS.		DOLLARS.	CENTS.
1. Money on hand September 4, 1893	<u>34</u>	<u>76</u>	1. Paid Male Teachers	<u>75</u>	<u>00</u>
2. Received from One-Mill Tax	<u>101</u>	<u>87</u>	2. Paid Female Teachers	<u>200</u>	<u>00</u>
3. Received from Primary School Interest Fund	<u>46</u>	<u>89</u>	3. Paid for Building or Repairing School Houses		
4. Received from Library Fund (Fines, Penalties, etc.)	<u>1</u>	<u>70</u>	4. Paid for Library Books and care of Library		
5. Received from Tuition of non-resident pupils			5. Paid on indebtedness (Principal)		
6. Received from District Taxes for all purposes	<u>300</u>	<u>00</u>	6. Paid Interest on Loans		
7. Received from Loans			7. Paid for all other purposes	<u>51</u>	<u>00</u>
8. Received from all other sources			8. Amount on hand September 3, 1894	<u>58</u>	<u>89</u>
9. Total Receipts, including moneys on hand, September 4, 1893	<u>384</u>	<u>89</u>	9. Total Expenditures, including amount on hand	<u>384</u>	<u>89</u>

N. B.—Is Physiology and Hygiene taught in your School as provided in Act No. 165, Public Acts of 1887?

Name of the Director for the ENSUING year W. L. Rie Postoffice Address Mathawan

Does your District furnish free text-books as provided in Act No. 147, Public Acts of 1889?

I HEREBY CERTIFY, That the above is a correct Report from the aforesaid District No. 6 of the Township of Kalamazoo, for the School year next preceding the first Monday of September, 1894.Dated September 3rd 1894.(Signed) W. L. Rie Director.(Approved) L. A. Jones Moderator.



## DEPARTMENT OF PUBLIC INSTRUCTION,

Lansing, Michigan, July 1, 1894.

## TO THE DIRECTOR:

You are earnestly requested to use great care in filling correctly all the blanks in this report. Many reports heretofore have been nearly useless from their inaccuracy and incompleteness. Many districts forfeit either their primary school money or library money, or both, because of omissions or mistakes in reports. *Report fully under each heading, and report just what the heading requires.*

## "IS THE SCHOOL A GRADED ONE?"

If the district is organized under the primary school law (with a board consisting of *three* members), the school being separated, however, into two or more departments, taught by more than one teacher, *at the same time and during the whole time* that the school is maintained in the year; or if the district is organized under the graded school law (with a board consisting of *five* members), in either case, the question, "Is the school a graded one?" should be answered in the affirmative.

## STATISTICAL.

[The numbers refer to the items correspondingly numbered in the blanks.]

**Item No. 1.**—The number of children in the district between the ages of 5 and 20 years, without regard to the number attending school. This does not include those who are 20,—only those under 20. Read Compiler's Section 49 of the General School Laws of 1889, before taking the census.

**Item No. 2.**—Directors have sometimes added the total number of pupils attending the winter school to the total number in the summer school, and reported the *sum* as the whole *number of children attending school* during the year. This is wrong. It is the number of *different children* who have attended school that is required. Be particular to count no scholar twice. If by any error the exact number cannot be told, give an estimate.

**Item No. 4.**—Give exact number of days the school has been taught during the year by *qualified* teachers. If school is dismissed on a *legal holiday*, count it as a day taught. *If your district is a new one* set off during the year from an old district, *it should, in making its first annual report, embrace the time a school was taught by a qualified teacher in the old district previous to the division and since the beginning of the school year.*

**Items Nos. 5 and 6.**—These items are to be given only in case the district *maintains a district library*. *Townships and districts failing to comply with the provisions of law relative to libraries are excluded from the apportionment of library moneys as made by the County Treasurer.*

## FINANCIAL.

Great care has been taken to make the blanks for the financial reports plain and easily understood, and yet some directors fail, time and again, to make a correct report, putting not only themselves, but others to considerable trouble in correcting their errors. By reading the notes under each heading, all these errors may be avoided. Full and correct account should be kept by the district board in a book provided for that purpose, of all moneys received or paid out by them. Report the bonded indebtedness, where *bonds* have been issued. The "total indebtedness" includes bonds and all other debts. Do not fail to give "amount due the district," if anything is due, from the township treasurer or other sources.

## BLANKS AND REPORTS.

Three blanks are forwarded to each director of a school district. On the back of one [No. 13] will be found this circular. On this blank the director will, *immediately at the close of the school year*, make out his annual report to the inspectors, and keep the same on file with the papers of his office. It should be made out so as to be presented at the annual meeting of the district. On the back of each of the other blanks [No. 14] will be found a blank for the census list, with affidavit attached. On the face of those the director will make an exact copy to correspond with his report on this blank, and fill out the back with the census list, and swear to the affidavit before the township clerk or some other proper officer, and deliver *both copies* to the township clerk before the *second Monday in September*. If the director's report is not made before the annual meeting (as it should be), it must be made directly afterward, and *before the second Monday in September, to entitle the district to its share of public money*. [See compiler's Section 50, General School Laws of 1893.] *No report should be made on old blanks.* A full supply of blanks is sent annually to the COUNTY SCHOOL COMMISSIONER to be distributed through the township clerks to the several districts. If you need more, apply to the township clerk.

## FREE TEXT-BOOKS.

Act No. 147, Public Acts of 1889, requires the qualified voters of every school district, excepting those organized under special charter, to vote at the annual school meeting in 1889, upon the question of furnishing free text-books to all pupils in the district. It further provides that the district board in districts adopting free text-books, shall so state in their annual report. On the face of this blank, and also blank No. 14, will be found the question, "Does your district furnish free text-books as provided in Act No. 147, Public Acts of 1889?" Please answer this question "Yes" or "No," as the case may be.

It is especially desired to have the name and postoffice address of the director for the *ensuing year*. Write plainly.

Respectfully,

*Amory R. Pattengill,*

Superintendent of Public Instruction.



ANNUAL STATISTICAL REPORT of the School District No. 6 of the Township of Troy  
County of Kalamazoo to the School Inspectors for the Year 1897.

IS THE SCHOOL LEGALLY GRADED? No.

## FINANCIAL REPORT FOR THE YEAR ENDING SEPTEMBER 6, 1897.

**READ THIS.**—If the following report is correct, the total of receipts and expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If money other than the funds of the district is advanced by any one in paying teacher or for other expenses, it should be included in the item "Received from loans." It is really money borrowed, and should also be included in the "Indebtedness" (item 11 above). Do not foot up the columns alike unless they actually add up alike.

RECEIPTS.			EXPENDITURES.				
READ THIS.— <del>2</del> Insert nothing here that has not come into the Assessor's hands; give exact amount of each fund separately and put nothing under any head save what the head indicates. Moneys from funds overdrawn or advanced by any person, or loaned, should be under the head "From Loans." Money remaining in the hands of the Township Treasurer has not been "received" by the district and no account should be here taken of it; include that in "Amount Due the District" (item 12 above).	DOLLARS.	CENTS.	READ THIS.— <del>2</del> The amount "paid teachers" should <i>here</i> show what has been actually paid during the year, including all that was paid on balance due for previous year, and not what may still be due. The latter will appear in the "Indebtedness" (item 11 above) and the total wages of the year is shown in item 15 above. Include nothing in any item save what has actually been paid out, except in item 8.	DOLLARS.	CENTS.		
	1. Money on hand September 7, 1896.....	121		09	1. Paid Male Teachers.....	218	00
	2. Received from One-mill Tax.....	87		90	2. Paid Female Teachers.....	40	00
	3. Received from Primary School Interest Fund.....	37		56	3. Paid for building or repairing School Houses.....		
	4. Received from Library Fund (Fines, Penalties, Dog Tax, etc.).....	4		89	4. Paid for Library Books and care of Library.....		
	5. Received from Tuition of Non-resident Pupils.....	1		50	5. Paid on Indebtedness (Principal).....		
	6. Received from District Taxes for all purposes except One-mill Tax.....	150			6. Paid Interest on Loans.....		
	7. Received from Loans.....				7. Paid for all other purposes.....	77	51
	8. Received from all other sources.....				8. Amount on hand September 6, 1897.....	67	43
	9. Total Receipts, including moneys on hand September 7, 1896.....	402		94	9. Total Expenditures, including amount on hand.....	402	94

N. B.—Is Physiology and Hygiene taught in your school as provided in Act No. 165, Public Acts of 1887? Yes  
Name of the Director for the ENSUING year C. L. Dix Postoffice Address Matamoras  
Does your District furnish free text-books as provided in Act No. 147, Public Acts of 1889? No

I HEREBY CERTIFY, That the above is a correct report from the aforesaid District No. 6 Tract, Township of Yocco, for the School Year next preceding the first Monday of September, 1897.

Dated September 7<sup>th</sup> 1897.

(Signed)

(Approved)

*Director.*

*Moderator.*



## BEFORE FILLING THIS BLANK STUDY THE FOLLOWING INSTRUCTIONS.

## DEPARTMENT OF PUBLIC INSTRUCTION, }

Lansing, Mich., July 1, 1897. }

## TO THE DIRECTOR:

You are earnestly requested to use great care in filling correctly all the blanks in this report. Many reports heretofore have been nearly useless from their inaccuracy and incompleteness. Many districts forfeit either their primary school money or library money, or both, because of omissions or mistakes in reports. *Report fully under each heading, and report just what the heading requires.*

## “IS THE SCHOOL LEGALLY GRADED?”

If the district is organized under the primary school law (with a board consisting of *three* members), the school being separated, however, into two or more departments, taught by more than one teacher *at the same time and during the whole time* that the school is maintained in the year, or if the district is organized under the graded school law (with a board consisting of *five* members),—in either case the question, “Is the school legally graded?” should be answered in the affirmative.

## STATISTICAL.

[The numbers refer to the items correspondingly numbered in the blanks.]

**Item No. 1.**—The number of children in the district between the ages of 5 and 20 years, without regard to the number attending school. This does not include those who are 20,—only those *under* 20. Read Compiler's Section 49 of the General School Laws of 1889, before taking the census.

**Item No. 2.**—Directors have sometimes added the total number of pupils attending the winter school to the total number in the summer school, and reported the *sum* as the whole *number of children attending school* during the year. This is wrong. It is the number of *different children* who have attended school that is required. Be particular to count no scholar twice and do not include non-residents. If by any error the exact number cannot be told, give an estimate.

**Item No. 4.**—Give exact number of days the school has been taught during the year by *qualified* teachers. If school is dismissed on a *legal holiday*, count it as a day taught. *If your district is a new one set off during the year from an old district, it should, in making its first report, embrace the time when the school was taught by a qualified teacher in the old district previous to the division and since the beginning of the year.*

**Items Nos. 5 and 6.**—These items are to be given only in case the district *maintains a district library*. Townships and districts failing to comply with the provisions of law relative to libraries are excluded from the apportionment of library moneys as made by the County Treasurer.

## FINANCIAL.

Great care has been taken to make the blanks for the financial reports plain and easily understood; and yet some directors fail, time and again, to make a correct report, putting not only themselves but others to considerable trouble in correcting their errors. By reading the notes under each heading, all these errors may be avoided. Full and correct account should be kept by the district board in a book provided for that purpose, of all moneys received or paid out by them. Report the “bonded indebtedness” where *bonds* have been issued. The “total indebtedness” includes bonds and all other debts. Do not fail to give “amount due the district,” if anything is due, from the township treasurer or other sources.

## BLANKS AND REPORTS.

Three blanks are forwarded to each director of a school district. On the back of one [No. 1] will be found this circular. On this blank the director will, *immediately at the close of the school year*, make out his annual report to the inspectors, and keep the same on file with the papers of his office. It should be made out so as to be presented at the annual meeting of the district. On the back of each of the other blanks [No. 2] will be found a blank for the census list, with affidavit attached. On the face of those the director will make an exact copy to correspond with his report on this blank, filling out the back with the census list, and swear to the affidavit before the township clerk or some other proper officer, and deliver *both copies* to the township clerk before the *second Monday in September*. If the director's report is not made before the annual meeting (as it should be), it must be made directly afterward and *before the second Monday in September, to entitle the district to its share of public money*. [See Compiler's Section 50, General School Laws of 1895.] *No report should be made on old blanks*. A full supply of blanks is sent annually to the COUNTY SCHOOL COMMISSIONER to be distributed through the township clerks to the several districts. If you need more, apply to the township clerk.

## FREE TEXT-BOOKS.

Act No. 147, Public Acts of 1889, requires the qualified voters of every school district, excepting those organized under special charter, to vote at the annual school meeting in 1889, upon the question of furnishing free text-books to all pupils in the district. It further provides that the district board in districts adopting free text-books, shall so state in their annual report. On the face of this blank, and also blank No. 2 will be found the question, “Does your district furnish free text-books as provided in Act No. 147, Public Acts of 1889?” Please answer this question “Yes” or “No,” as the case may be.

It is especially desired to have the name and postoffice address of the director for the *ensuing year*. Write plainly.

Respectfully,

*Jason E. Hammond*

Superintendent of Public Instruction.







## BEFORE FILLING THIS BLANK STUDY THE FOLLOWING INSTRUCTIONS.

## DEPARTMENT OF PUBLIC INSTRUCTION, }

Lansing, Mich., July 1, 1898.

## TO THE DIRECTOR:

You are earnestly requested to use great care in filling correctly all the blanks in this report. Many reports heretofore have been nearly useless from their inaccuracy and incompleteness. Many districts forfeit either their primary school money or library money, or both, because of omissions or mistakes in reports. *Report fully under each heading*, and report just what the heading requires.

## "IS THE SCHOOL LEGALLY GRADED?"

If the district is organized under the primary school law (with a board consisting of *three* members), the school being separated, however, into two or more departments, taught by more than one teacher *at the same time and during the whole time* that the school is maintained in the year, or if the district is organized under the graded school law (with a board consisting of *five* members),—in either case the question, "Is the school legally graded?" should be answered in the affirmative.

## STATISTICAL.

[The numbers refer to the items correspondingly numbered in the blanks.]

**Item No. 1.**—The number of children in the district between the ages of 5 and 20 years, without regard to the number attending school. This does not include those who are 20,—only those *under* 20. Read Compiler's Section 49 of the General School Laws of 1889, before taking the census.

**Item No. 2.**—Directors have sometimes added the total number of pupils attending the winter school to the total number in the summer school, and reported the *sum* as the *whole number of children attending school* during the year. This is wrong. It is the number of *different children* who have attended school that is required. Be particular to count no scholar twice and do not include non-residents. If by any error the exact number cannot be told, give an estimate.

**Item No. 4.**—Give exact number of days the school has been taught during the year by *qualified* teachers. If school is dismissed on a *legal holiday*, count it as a day taught. *If your district is a new one set off during the year from an old district, it should, in making its first annual report, embrace the time a school was taught by a qualified teacher in the old district previous to the division and since the beginning of the school year*; also give date of organization.

**Items Nos. 5 and 6.**—These items are to be given only in case the district *maintains a district library*. *Townships and districts failing to comply with the provisions of law relative to libraries are excluded from the apportionment of library moneys as made by the County Treasurer.*

## FINANCIAL.

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It is especially desired to have the name and postoffice address of the director for the *ensuing year*. Write plainly.

Respectfully,

*Jason E. Hammond*

Superintendent of Public Instruction.



## BEFORE FILLING THIS BLANK, STUDY THE FOLLOWING INSTRUCTIONS.

## DEPARTMENT OF PUBLIC INSTRUCTION,

Lansing, Mich., July 1, 1899.

## TO THE DIRECTOR:

You are earnestly requested to use great care in filling correctly all the blanks in this report. Many reports heretofore have been rendered useless from their inaccuracy and incompleteness. Many districts forfeit either their primary school money or library money, or both, because of omissions or mistakes in reports. *Report fully under each heading, and report just what the heading requires.*

## “IS THE SCHOOL LEGALLY GRADED?”

If the district is organized under the primary school law (with a board consisting of *three* members), the school being separated, however, into two or more departments, taught by more than one teacher *at the same time and during the whole time* that the school is maintained during the year, or if the district is organized under the graded school law (with a board consisting of *five* members), in either case the question “Is the school legally graded?” should be answered in the affirmative.

## STATISTICAL.

[The numbers refer to the items correspondingly numbered in the blanks.]

**Item No. 1.**—The number of children in the district between the ages of 5 and 20 years, without regard to the number attending school. This does not include those who are 20—only those *under* 20. Read Compiler’s Section 49 of the General School Laws of 1889, before taking the census.

**Item No. 2.**—Directors have sometimes added the total number of pupils attending the winter school to the total number in the summer school, and reported the *sum* as the whole *number of children attending school* during the year. This is wrong. It is the number of *different children* who have attended school that is required. Be particular to count no scholar twice and do not include non-residents. If by any error the exact number cannot be told, give an estimate.

**Item No. 4.**—Give exact number of days the school has been taught during the year by *qualified* teachers. If school is dismissed on a *holiday*, count it as a day taught. *If your district is a new one set off during the year from an old district, it should, in making its first annual report, embrace the time a school was taught by a qualified teacher in the old district previous to the division and since the beginning of the school year.* Also give date of organization.

**Items Nos. 5 and 6.**—These items are to be given only in case the district *maintains a district library*. Townships and districts failing to comply with the provisions of law relative to libraries are excluded from the apportionment of library moneys as made by the county treasurer.

## FINANCIAL.

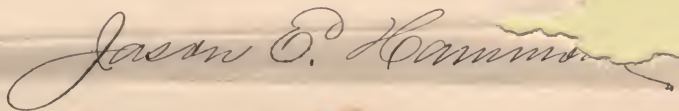
Great care has been taken to make the blanks for the financial reports plain and easily understood; and yet some directors fail, time and again, to make a correct report, putting not only themselves but others to considerable trouble in correcting their errors. By reading the notes under each heading all these errors may be avoided. Full and correct account should be kept by the district board in a book provided for that purpose, of all moneys received or paid out by them. Report the “bonded indebtedness” where *bonds* have been issued. The “total indebtedness” includes bonds and all other debts. Do not fail to give “amount due the district,” if anything is due from the township treasurer or other sources.

## BLANKS AND REPORTS.

Three blanks are forwarded to each director of a school district. On the back of one [No. 1] will be found this circular. On this blank the director will, *immediately at the close of the school year*, make out his annual report to the inspectors, and keep the same on file with the papers in his office. It should be made out so as to be presented at the annual meeting of the district. On the back of each of the other blanks [No. 2] will be found a blank for the census list, with affidavit attached. On the face of those the director will make an exact copy to correspond with his report on this blank, filling out the back with the census list, and swear to the affidavit before the township clerk or some other proper officer, and deliver *both copies* to the township clerk before the *second Monday in September*. If the director’s report is not made before the annual meeting (as it should be), it must be made directly afterward and *before the second Monday in September, to entitle the district to its share of public money*. [See Compiler’s Section 50, General School Laws of 1895.] *No report should be made on old blanks*. A full supply of blanks is sent annually to the COUNTY SCHOOL COMMISSIONER to be distributed through the township clerks to the several districts. If you need more, apply to the township clerk.

It is especially desired to have the name and postoffice address of the director for the *ensuing year*. Write plainly.

Respectfully,



Superintendent of Public Instruction.



BEFORE FILLING THIS BLANK, READ THE NOTES AND INSTRUCTIONS.

ANNUAL STATISTICAL REPORT of the School District No. 6 Tract of the Township of Texas  
County of Galamuzoo to the School Inspectors for the Year 1899.

If the District is a fractional one, write the word "fractional" after the No., and insert the name of the township in which the school house is situated.]  
IS THE SCHOOL LEGALLY GRADED? No

1			1½			2			2½			3			4			5			6			6½			7				8			9			10			11			12		
No. of children in the district between the ages of 5 and (under) 20 years.			No. of children in the district between 8 and (under) 14 years.			No. between 5 and (under) 20 yrs. that attended school during the year. (Om't non-residents and do not count any twice.)			No. between 8 and (under) 14 years of age that attended school during the year.			No. of non-resident pupils.			No. of days' school during the year by qualified teachers.			No. volumes added to district library during the year.			Total No. of volumes in the district library.			No. of U. S. flags.			No. of school houses and material of construction.				No. of pupils who can be seated in all the houses.			Value of school property.  If no property fill the blank with "none."			Indebtedness of district for which bonds have been issued.			Total indebtedness for all purposes Sept. 4, 1899.			Amount due district from all sources as near as known.		
Male.	Fem.	Total.	Male.	Fem.	Total.	Male.	Fem.	Total.	Male.	Fem.	Total.														Stone	Brick.	Fr'me	Log.																	
2	7	17	5	4	3	7			3			2			120			0			30			1				1				75	\$1200	\$0		\$0			\$0						

13			14			15			16		
NAME OF QUALIFIED TEACHER EMPLOYED.			No. of months taught by each qualified teacher.			Total wages paid and due each teacher for the year.			STUDIES PURSUED. (Indicate the studies by placing a * against each that is taught.)		
						DOLLARS. CENTS.					
Carrie Rix			6			116 00			Algebra, - - - -		
									Arithmetic, - - - -		
									Botany, - - - -		
									Civil Government, - - - -		
									Geography, - - - -		
									Geometry, - - - -		
									Grammar, - - - -		
									Natural Philosophy, - - - -		
									Orthography, - - - -		
									Physiology, - - - -		
									Reading, - - - -		
									U. S. History, - - - -		
									Writing, - - - -		
Total,			6			116 00					
7. Has the district a Dictionary?			Yes			Has it a Globe?			Yes		
									Has it Maps?		
									No		

FINANCIAL REPORT FOR THE YEAR ENDING SEPTEMBER 4, 1899.

READ THIS.—If the following report is correct, the total of receipts and expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If money other than the funds of the district is advanced by any one in paying teacher or for other expenses, it should be included in the item "Received from loans." It is really money borrowed, and should also be included in the "Indebtedness" (item 11 above). Do not foot up the columns alike unless they actually add up alike.

RECEIPTS.			EXPENDITURES.		
READ THIS.—Insert nothing here that has not come into the Assessor's hands; give exact amount of each fund separately and put nothing under any head save what the head indicates. Moneys from funds overdrawn or advanced by any person, or loaned, should be under the head "From Loans." Money remaining in the hands of the Township Treasurer has not been "received" by the district and no account should be here taken of it; include that in "Amount Due the District" (item 12 above).			READ THIS.—The amount "paid teachers" should here show what has been actually paid during the year, including all that was paid on balance due for previous year, and not what may still be due. The latter will appear in the "Indebtedness" (item 11 above) and the total wages of the year is shown in item 15 above. Include nothing in any item save what has actually been paid out, except in item 8.		
	DOLLARS.	CENTS.		DOLLARS.	CENTS.
1. Money on hand September 5, 1898	21	61	1. Paid male teachers		
Received from one-mill tax	77	77	2. Paid female teachers	116	00
3. Received from primary school interest fund	22	86	3. Paid for building or repairing school houses		
4. Received from library fund (fines, penalties, dog tax, etc.)	2	32	4. Paid for library books and care of library		
5. Received from tuition of non-resident pupils			5. Paid on indebtedness (principal)	32	40
6. Received from district taxes for all purposes except one-mill tax	100	35	6. Paid interest on loans		40
7. Received from loans	32	40	7. Paid for all other purposes	31	80
Other sources			8. Amount on hand September 4, 1899	71	71
Total receipts, including moneys on hand September 5, 1898	257	31	9. Total expenditures, including amount on hand	257	51

N. B.—Is physiology and hygiene taught in your school as provided in Act No. 165, Public Acts of 1887? Yes.  
Name of the Director for the ENSUING year C. L. Rix Postoffice Address Rix  
Does the district furnish free text-books, according to Act No. 147, Public Acts of 1889? No. If so, please state what year it was voted to furnish them? (Do not confuse this law with the one authorizing school officers to furnish books free to poor children.)

I HEREBY CERTIFY, That the above is a correct report from the aforesaid District No. 6 Tract, Township of Texas, for the School Year next preceding the first Monday of September, 1899.  
Dated September Ninth, 1899.

(Signed) C. L. Rix Director.  
(Approved) C. A. Jones Moderator.







BEFORE FILLING THIS BLANK, STUDY THE FOLLOWING INSTRUCTIONS.

DEPARTMENT OF PUBLIC INSTRUCTION, }

Lansing, Mich., July 1, 1900. }

TO THE DIRECTOR:

You are earnestly requested to use great care in filling correctly all the blanks in this report. Many reports heretofore have been nearly useless from their inaccuracy and incompleteness. Many districts forfeit either their primary school money or library money, or both, because of omissions or mistakes in reports. *Report fully under each heading, and report just what the heading requires.*

“IS THE SCHOOL LEGALLY GRADED?”

If the district is organized under the primary school law (with a board consisting of *three* members), the school being separated, however, into two or more departments taught by more than one teacher *at the same time and during the whole time* that the school is maintained in the year, or if the district is organized under the graded school law (with a board consisting of *five* members), in either case the question, “Is the school legally graded?” should be answered in the affirmative.

STATISTICAL.

[The numbers refer to the items correspondingly numbered in the blanks.]

**Item 1.**—The number of children in the district between the ages of 5 and 20 years, without regard to the number attending school. This does not include those who are 20—only those *under* 20. Read Section 4687 of Compiled Laws, before taking the census.

**Item 3.**—Directors have sometimes added the total number of pupils attending the winter school to the total number in the summer school, and reported the *sum* as the whole number of children attending school during the year. This is wrong; it is the number of *different* children who have attended school that is required. Be particular to count no scholar twice and do not include non-residents. If by any error the exact number cannot be told, give an estimate.

**Item 6.**—Give exact number of days the school has been taught during the year by *qualified* teachers. If school is dismissed on *legal* holiday, count it as a day taught. *If your district is a new one set off during the year from an old district, it should, in making its first annual report, embrace the time a school was taught by a qualified teacher in the old district previous to the division and since the beginning of the school year; also give date of organization.*

**Items 10 and 11.**—These items are to be given only in case the district *maintains a district library*. Townships and district failing to comply with the provisions of the law relative to libraries, are excluded from the apportionment of library moneys as made by the county treasurer.

FINANCIAL.

Great care has been taken to make the blanks for the financial reports plain and easily understood; and yet some directors fail, time and again, to make a correct report, putting not only themselves but others to considerable trouble in correcting their errors. By reading the notes under each heading, all these errors may be avoided. Full and correct account should be kept by the district board in a book provided for that purpose, of all moneys received or paid out by them. Report the “bonded indebtedness” where *bonds* have been issued. The “total indebtedness” includes bonds and all other debts. Do not fail to give “amount due the district,” if anything is due from the township treasurer or other sources.

BLANKS AND REPORTS.

Three blanks are forwarded to each director of a school district. These suggestions, as may be seen, are on the back of No. 1. On the other side the director will, *immediately at the close of the school year*, make out his annual report to the inspectors, and keep the same on file with the papers of his office. It should be made out so as to be presented at the annual meeting of the district. On the back of each of the other blanks [No. 2] will be found a blank for the census list, with affidavit attached. On the face of those the director will make an exact copy to correspond with his report on this blank (filling out the back with the census list), swear to the affidavit before the township clerk or some other proper officer, and deliver *both* copies to the township clerk before the *second Monday in September*. If the director's report is not made before the annual meeting (as it should be), it must be made directly afterward and *before the second Monday in September, to entitle the district to its share of public money*. [See Section 4689 of Compiled Laws.] *No report should be made on old blanks*. A full supply of blanks is sent annually to the COUNTY SCHOOL COMMISSIONER to be distributed through the township clerks to the several districts. If you need more, apply to the township clerk.

It is especially desired to have the name and postoffice address of the director for the *ensuing* year. Write plainly.

Respectfully,

*Jason E. Hammond*

Superintendent of Public Instruction.



BEFORE FILLING THIS BLANK, READ THE NOTES AND INSTRUCTIONS.

ANNUAL STATISTICAL REPORT of the School District No. 6 (Incl) of the Township of Texas (Guthrie & Alameda) County of Kalamazoo to the School Inspectors for the Year 1902.

[If the district is a fractional one, write the word "fractional" after the No., and insert the name of the township in which the school house is situated.]

IS THE DISTRICT LEGALLY GRADED ACCORDING TO SECTION 4746 OF THE COMPILED LAWS?

HAS THE DISTRICT ESTABLISHED A LIBRARY BY A VOTE AT A DISTRICT MEETING?

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17																				
No. of children in district between the ages of 5 and (under) 20 years.			No. between 5 and (under) 20 yrs. that attended school during the year. (Omit non-residents and do not count any twice.)			No. children in district between 14 and 18 years of age.		No. chil-dren between 14 and 18 yrs. of age that attended school during the year.		No. of non-resident pupils.		No. of days' school during the year by qualified teachers.		Total days attendance.		Average daily attendance.		Per-centage of atten-dance.		No. volumes added to district library during the year.		Total No. of volumes in the district library.		No. of U. S. flags with staff.		No. of school houses.		Value of school property. If no property, fill the blank with "none."		Indebted-ness of district for which bonds have been issued.		Total indebt-ness for all purposes Sept. 1, 1902.		Amount due the district from all sources as near as known.		
Male.	Fem.	Total.	Male.	Fem.	Total.																															
8	11	19	7	9	16	3	3			178											50	1	1				\$ 1500	\$ 0	\$ 0	\$ 0						
18						19						20						21																		
NAME OF EACH QUALIFIED TEACHER EMPLOYED.										No. of months taught by each qualified teacher.		Total wages due each teacher for the year.		STUDIES PURSUED. (Indicate the studies by placing a * against each that is taught.)						TEXT-BOOKS USED. (Give names of authors.)																
Carrie Rip										9		DOLLARS. 198 CENTS. 00		Algebra, - - - - -						Robinson																
														Arithmetic, - - - - -																						
														Botany, - - - - -																						
														Civil Government, - - - - -						Fitzgerald & Laurence																
														General History, - - - - -																						
														Geography, - - - - -						Harpes																
														Geometry, - - - - -																						
														Grammar, - - - - -						Red & Kellogg																
														Orthography, - - - - -						Merriman																
														Penmanship, - - - - -																						
														Physics, - - - - -																						
														Physiology, - - - - -						Steel																
														Reading, - - - - -						Harpes																
														U. S. History, - - - - -						Barnes																
Total,										9		198 00																								
22. Has the district a dictionary? Yes										23. Has it a globe? Yes		24. Has it maps? No		27. Studies above eighth grade pursued in school:																						
Has it other supplies required by law? Yes														28. No. pupils pursuing the same																						
25. Is a school house to be built during ensuing year? No														29. No. legal voters in district in 1902 40																						
26. Cost of same														30. No. legal voters that attended school meeting in 1902 15																						
27. No. daily recitations																																				
28. No. graduated from eighth grade during year																																				

FINANCIAL REPORT FOR THE YEAR ENDING SEPTEMBER 1, 1902.

READ THIS.—If the following report is correct, the total of receipts and expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If money has been advanced by any one in paying teacher or for other expenses, it should be included in the item "Received from loans." It is really money borrowed, and should also be included in the "Indebtedness" (item 16 above). Do not foot up the columns alike unless they actually add up alike.

RECEIPTS.		EXPENDITURES.	
READ THIS.—Insert nothing here that has not come into the assessor's hands; give exact amount of each fund separately and put nothing under any head save what the head indicates. Moneys from funds over-drawn or advanced by any person, or loaned, should be under the head "From Loans." Money remaining in the hands of the township treasurer has not been "received" by the district and no account should be here taken of it; include that in "Amount Due the District" (item 17 above). Item 1 must agree with item 8 in "expenditures" of last year's report. Items 2, 3, 4, and 6 should be stated specifically.		READ THIS.—The amount "paid teachers" should here show what has been actually paid during the year, including all that was paid on balance due for previous year, and not what may still be due. The latter will appear in the "Indebtedness" (item 16 above) and the total wages of the year is shown in item 20 above. Include nothing in any item save what has actually been paid out, except in item 8.	
	DOLLARS. CENTS.		DOLLARS. CENTS.
1. Money on hand September 2, 1901.....	186 16	1. Paid men teachers.....	198 00
2. Received from one-mill tax.....	79 16	2. Paid women teachers.....	198 00
3. Received from primary school interest fund.....	34 84	3. Paid for { building.....	
4. Received from library fund (fines, penalties, dog tax, etc.)....	2 10	{ site.....	4 25
5. Received from tuition of non-resident pupils.....		{ repairs.....	
6. Received from district taxes for all purposes except one-mill tax.....	125 00	4. Paid for library books and care of library.....	
7. Received from loans.....		5. Paid on indebtedness (principal).....	
8. Received from all other sources.....		6. Paid interest on loans.....	
9. Total receipts, including moneys on hand September 2, 1901....	347 26	7. Paid for all other purposes { apparatus.....	
		{ free text-books.....	17 32
		{ fuel.....	15 68
		{ insurance.....	15 00
		{ janitor's salary.....	15 00
		{ director's salary.....	94 91
		8. Amount on hand September 1, 1902.....	347 26
		9. Total expenditures, including amount on hand.....	

Name of the Director for the ENSUING year E. L. Stoughton Postoffice Address Kalamazoo R.R. 3

31. Is physiology and hygiene taught in your school as provided in Section 4680 of Compiled Laws? Yes

32. Does the district furnish free text-books, according to section 4775 of Compiled Laws? Yes If so, please state what year it was voted to furnish them? 1900 (Do not confuse this law with the one authorizing school officers to furnish books free to poor children.)

I HEREBY CERTIFY, That the above is a correct report from the aforesaid District No. 6 (Incl), Township of Texas, for the School Year next preceding the first Monday of September, 1902.

Dated September 1st, 1902.

(Signed) E. L. Stoughton Director.  
(Approved) J. D. Calaman Moderator.  
Trustee.



## BEFORE FILLING THIS BLANK, STUDY THE FOLLOWING INSTRUCTIONS.

## DEPARTMENT OF PUBLIC INSTRUCTION, }

Lansing, Mich., July 1, 1902. }

## TO THE DIRECTOR:

You are earnestly requested to use great care in filling correctly all the blanks in this report. Many reports heretofore have been nearly useless from their inaccuracy and incompleteness. Many districts forfeit either their primary school money or library money, or both, because of omissions or mistakes in reports. *Report fully under each heading, and report just what the heading requires.*

## “IS THE SCHOOL LEGALLY GRADED?”

If the district is organized under the provisions of Chapter X of the General School Law it is legally graded; if it is not so organized, it is simply a primary school district.

## STATISTICAL.

[The numbers refer to the items correspondingly numbered in the blanks.]

**Item 1.**—The number of children in the district between the ages of 5 and 20 years, without regard to the number attending school. This does not include those who are 20—only those *under* 20. Read Section 4687 of Compiled Laws, before taking the census.

**Item 2.**—Directors have sometimes added the total number of pupils attending the winter school to the total number in the summer school, and reported the *sum* as the whole *number of children attending school* during the year. This is wrong; it is the number of *different children* who have attended school that is required. Be particular to count no pupil twice and do not include non-residents. If by any error the exact number cannot be told, give an estimate.

**Item 6.**—Give exact number of days the school has been taught during the year by *qualified* teachers. If school is dismissed on a *legal holiday*, count it as a day taught. *If your district is a new one set off during the year from an old district*, give date of organization and also the number of the district, or districts, of which it was a part.

**Item 7.**—*a.* Find total number days each pupil attended school. *b.* Add these totals and their sum will be “total days’ attendance.”

**Item 8.**—Divide item 7 (total days’ attendance) by item 6 (number of days’ school).

**Item 9.**—Divide item 8 (average daily attendance) by item 2 (number pupils enrolled).

**Items 10 and 11.**—These items are to be given only in case the district *maintains a district library*. *Townships and districts failing to comply with the provisions of the law relative to libraries, are excluded from the apportionment of library moneys as made by the county treasurer.*

## FINANCIAL.

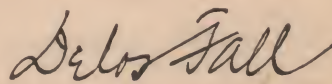
Great care has been taken to make the blanks for the financial reports plain and easily understood; and yet some directors fail, time and again, to make a correct report, putting not only themselves but others to considerable trouble in correcting their errors. By reading the notes under each heading, all these errors may be avoided. Full and correct account should be kept by the district board in a book provided for that purpose, of all moneys received or paid out by them. Report the “bonded indebtedness” where *bonds* have been issued. The “total indebtedness” includes bonds and all other debts. Do not fail to give “amount due the district,” if anything is due from the township treasurer or other sources.

## BLANKS AND REPORTS.

Four blanks are forwarded to each director of a school district. These suggestions, as may be seen, are on the back of No. 1. On the other side the director will, *immediately at the close of the school year*, make out his annual report to the inspectors, and keep the same on file with the papers of his office. It should be made out so as to be presented at the annual meeting of the district. On the back of each of the other blanks [No. 2] will be found a blank for the census list, with affidavit attached. On the face of those the director will make an exact copy to correspond with his report on this blank, (filling out the back with the census list) swear to the affidavit before the township clerk or some other proper officer, and deliver *the three copies* to the township clerk before the *second Monday in September*. If the director’s report is not made before the annual meeting (as it should be), it must be made directly afterward and *before the second Monday in September, to entitle the district to its share of public money*. [See Section 4689 of Compiled Laws.] *No report should be made on old blanks*. A full supply of blanks is sent annually to the COUNTY SCHOOL COMMISSIONER to be distributed through the township clerks to the several districts. If you need more, apply to the township clerk.

It is especially desired to have the name and postoffice address of the director for the *ensuing year*. Write plainly.

Respectfully,



Superintendent of Public Instruction.



BEFORE FILLING THIS BLANK READ THE NOTES AND INSTRUCTIONS ON THE REVERSE SIDE, AND SECTIONS 4675, 4677, 4686, 4687, 4688, 4689, 4690 OF SCHOOL LAWS.

ANNUAL STATISTICAL REPORT of the School District No. 6 of the Township of Texas Ashland & Kansas, County of Kalamazoo, to the School Inspectors for the Year Ending July 9, 1906.

[If the district is a fractional one, write the word "fractional" after the No., and insert the name of the township in which the schoolhouse is situated.]  
IS THE DISTRICT LEGALLY GRADED ACCORDING TO SECTION 4746 OF THE COMPILED LAWS? Yes  
HAS THE DISTRICT ESTABLISHED A LIBRARY BY A VOTE AT A DISTRICT MEETING? Yes WHEN? 1905

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17				
No. of children in district 5 years of age and under 20.			No. 5 years of age and under 20 that attended school during the year. (Omit non-residents and do not count any twice.)			No. children in district between 14 and 18 yrs. of age.	No. children between 14 and 18 yrs. of age that attended school during the year.	No. of non-resident pupils.	No. of days' school during the year by qualified teachers.	Total days' attendance.	Average daily attendance.	Percentage of attendance.	No. volumes added to district library during the year.	Total No. of volumes in the district library.	No. of U. S. flags with staff.	No. of school houses.	Value of school property. If no property, fill the blank with "none."	Indebtedness of district for which bonds have been issued	Total indebtedness for all purposes July 9, 1906.	Amount due the district from all sources as near as known, including amount in town treasurers' hands.
Male	Fem.	Total.	Male.	Fem.	Total.															
17	9	26	12	10	22	6	1	1	180	328	56	264	0	65	1	1	\$1400	\$0	\$0	\$0
18									19		20		21							
NAME OF EACH QUALIFIED TEACHER EMPLOYED.									No. of months taught by each qualified teacher.		Total wages of each teacher for the year.		STUDIES PURSUED. (Indicate the studies by placing a * against each that is taught.)				TEXT-BOOKS USED. (Give names of authors.)			
Mrs. Nellie Kenton									9		DOLLARS. 270 CENTS. 00		Algebra, - - - -				Not used			
													Arithmetic, - - - -							
													Botany, - - - -				Young & Co			
													Civil Government, - - - -				Hornes			
													General History, - - - -				Hornes			
													Geography, - - - -				Rud & Kelling			
													Geometry, - - - -				Hornes			
													Grammar, - - - -				Hornes			
													Orthography, - - - -				Hornes			
													Penmanship, - - - -				Hornes			
													Physics, - - - -				Hornes			
													Physiology, - - - -				Hornes			
													Reading, - - - -				Hornes			
													U. S. History, - - - -				Hornes			
TOTAL, - - -																				
22. Has the district a dictionary? <u>Yes</u> Has it a globe? <u>Yes</u> Has it maps? <u>Yes</u>																				
Has it other supplies required by law? <u>Yes</u>																				
23. Is a schoolhouse to be built during ensuing year? <u>no</u>																				
24. Cost of same <u>0</u>																				
25. No. graduated from eighth grade during year <u>0</u>																				
									26. Studies above eighth grade pursued in school: <u>0</u>											
									27. No. pupils pursuing the same <u>0</u>											

FINANCIAL REPORT FOR THE YEAR ENDING JULY 9, 1906.

READ THIS.—If the following report is correct, the totals of receipts and expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If money other than the funds of the district is advanced by any one in paying teacher or for other expenses, it should be included in the item "Received from Loans." It is really money borrowed, and should also be included in the "Indebtedness" (item 16 above). Do not foot up the columns alike unless they actually add up alike.

RECEIPTS.		EXPENDITURES.	
READ THIS.—Insert nothing here that has not come into the assessors' hands; give exact amount of each fund separately and put nothing under any head save what the head indicates. Moneys from funds overdrawn or advanced by any person, or loaned, should be under the head "from loans." Money remaining in the hands of the township treasurer has not been "received" by the district and no account should be here taken of it; include that in "Amount due the district" (item 17 above)		READ THIS.—The amount "paid teachers" should here show what has been actually paid during the year, including all that was paid on balance due for previous year, and not what may still be due. The latter will appear in the "Indebtedness" (item 16 above) and the total wages of the year is shown in item 20 above. Include nothing in any item save what has actually been paid out, except in item 8.	
Dollars.	Cents.	Dollars.	Cents.
1. Money on hand July 10, 1905	193 46	1. Paid men teachers	
Item 1 must agree with item 8 in "expenditures" of last year's report.		2. Paid women teachers	290 00
Items 2, 3, 4 and 6 should be stated specifically.		3. Paid for { building <u>woodhouse</u>	65 00
2. Received from one-mill tax	85 48	site	
If not assessed, state that fact.		repairs (outhouses, well, painting, windows, etc.)	
3. Received from primary school interest fund	107 60	furniture, (desks, stove, bookcase, organ, etc.)	
4. Received from library fund { fines from county treasurer	2 75	4. Paid for { library books	
{ socials, gifts, etc.,		care of library	
5. Received from tuition of non-resident pupils		5. Paid on indebtedness (principal)	
6. Received from district taxes for all purposes except one-mill tax	267 84	6. Paid interest on loans	
7. Received from loans		{ transportation of pupils	
8. Received from all other sources (dog tax, delinquent tax, etc.)	9 78	apparatus, (globe, maps, charts, dictionary, etc.)	
9. Total receipts, including moneys on hand July 10, 1905	646 90	free text-books	
		7. Paid for all other purposes { fuel	38 26
		incidentals, (brooms, chalk, pails, towels, etc.)	18 75
		insurance	
		janitor's salary	15 00
		officers' salary	
		8. Amount on hand July 9, 1906	250 50
		9. Total expenditures, including amount on hand	646 90

Name of the Director for the ENSUING year D. Moenlyk Postoffice Address Ashland  
28. Is physiology and hygiene taught in your school as provided in Section 4680 of Compiled Laws? Yes  
29. Does the district furnish free text-books, according to Section 4775 of Compiled Laws? no If so, please state what year it was voted to furnish them? (Do not confuse this law with the one authorizing school officers to furnish books free to poor children.)  
I HEREBY CERTIFY, That the above is a correct report, from the aforesaid District No. 6 fractional, Township of Texas Ashland & Kansas, for the School Year next preceding the second Monday of July, 1906.  
Dated, July 11, 1906.

(Signed) S. Moenlyk Director.  
(Approved) L. A. Jones Moderator.  
D. C. Bateman Treasurer.  
NOTE.—The moderator and treasurer constitute an auditing committee on the director's report and must sign all reports personally.  
Trustee.  
Trustee.



## BEFORE FILLING THIS BLANK STUDY THE FOLLOWING INSTRUCTIONS.

DEPARTMENT OF PUBLIC INSTRUCTION, }

Lansing, Mich., April 15, 1906. }

## TO THE DIRECTOR:

You are earnestly requested to use great care in filling correctly all the blanks in this report. Many reports heretofore have been nearly useless from their inaccuracy and incompleteness. Many districts forfeit either their primary school money or library money, or both, because of omissions or mistakes in reports. *Report fully under each heading, and report just what the heading requires.*

## “IS THE SCHOOL LEGALLY GRADED?”

If the district is organized under the provisions of Chapter X of the General School Law it is legally graded; if it is not so organized, it is simply a primary school district.

## STATISTICAL.

[The numbers refer to the items correspondingly numbered in the blanks.]

**Item 1.**—The number of children in the district 5 years of age and under 20 years, without regard to the number attending school. This does not include those who are 20—only those *under* 20. Read Section 4687 of Compiled Laws as amended in 1905, before taking the census.

**Item 2.**—Directors have sometimes added the total number of pupils attending the winter school to the total number in the summer school, and reported the *sum* as the whole *number of children attending school* during the year. This is wrong; it is the number of *different children who have attended school that is required*. Be particular to count no pupil twice and do not include non-residents. If by any error the exact number cannot be told, give an estimate.

**Item 6.**—Give exact number of days the school has been taught during the year by *qualified* teachers. If school is dismissed on a *legal holiday*, count it as a day taught. *If your district is a new one set off during the year from an old district*, give date of organization and also the number of the district, or districts, of which it was a part.\*

**Item 7.**—*a.* Find total number days each pupil attended school. *b.* Add these totals and their sum will be “total days’ attendance.”

**Item 8.**—Divide item 7 (total days’ attendance) by item 6 (number of days’ school.)

**Item 9.**—Divide item 8 (average daily attendance) by average number pupils enrolled during year. (To find average number enrolled: *a.* add the enrollments for each term; *b.* divide this sum by the number of terms.)

**Items 10 and 11.**—These items are to be given only in case the district *maintains a district library*. *Townships and districts failing to comply with the provisions of the law relative to libraries are excluded from the apportionment of library moneys as made by the county treasurer.*

## FINANCIAL.

1. See that your finances are absolutely correct and avoid delay.
2. Study each item and include only what belongs to it.
3. Report “bonded indebtedness” where *bonds* have been issued. No debt not covered by bonds should be included in this item.
4. “Total indebtedness” includes bonds, warrants, and all outstanding obligations.
5. Do not fail to give carefully “amount due the district,” that is, from township treasurer and all other sources.
6. Both director and treasurer should keep a set of books and carefully record every item of money expended or received.
7. Before the annual meeting the board should meet and audit these books and all vouchers and receipts. Then prepare the annual financial report to the district and to the school inspectors.

## BLANKS AND REPORTS.

Four blanks are forwarded to each director of a school district. On the other side of this blank the director will, *immediately at the close of the school year*, make out his annual report to the district, and keep the same on file with the papers of his office, after it has been read at annual school meeting. On the back of each of the other three blanks [No. 2] will be found a blank for the census list, with affidavit attached. On the face of those the director will make an exact copy to correspond with his report on this blank (filling out the back with the census list), make affidavit to the correctness of the same before the township clerk or some other proper officer, and deliver *the three copies* to the township clerk before the *first Monday in August*. The director’s report to school inspectors on blanks No. 2 must be made *before the first Monday in August, to entitle the district to its share of public money*. [See Section 4689 of Compiled Laws.] *No report should be made on old blanks*. A full supply of blanks is sent annually to the COUNTY SCHOOL COMMISSIONER to be distributed through the township clerks to the several districts. If you need more, apply to the township clerk.

It is especially desired to have the name and postoffice address of the director for the *ensuing year*. Write plainly.

## POINTERS.

1. There are five classes of school districts: (a) Primary, three officers; (b) Graded, five or more officers; (c) Township unit, five officers; (d) City, five or more officers; (e) Special legislative, three or more officers.
2. Each officer is entitled to a copy of latest school law. Write commissioner of schools.
3. All business that may be done by a school board must be done at a regular meeting thereof. Sec. 4671.
4. Board of education should never hire a teacher without inspecting his or her certificate. Sec. 4678.
5. Director must collect institute fee from teachers at time of hiring if not already paid. Sec. 4839.
6. Board should hold last month’s salary of teacher until all reports are filed. Secs. 4678, 4680.
7. Director should require township clerk to specify each fund as money is apportioned. Sec. 4703.
8. School board must use library or fine moneys for library purposes. Sec. 4762.
9. Board of supervisors has no control over library or fine moneys.
10. School board, only, votes money for teachers’ wages, fuel, incidentals, and deficiencies. Sec. 4674.
11. The people vote money for building, sites, repairs, furniture, library, transportation. Sec. 4665.
12. School board adopts text-books and course of study. Sec. 4680.
13. School board cannot open schoolhouse except for public meetings; *i. e.*, open to everybody. Sec. 4679.
14. Every child between 8 and 16 must attend school. Act 200, 1905.
15. The surplus of dog tax is distributed to school districts and belongs in general fund.
16. All moneys coming into the hands of the treasurer are “public moneys” and must be used according to law. Secs. 1197 and 1203.
17. School officers cannot receive salary or pay for services unless same is voted by the people, in advance, at annual meeting. Sec. 4665.

Respectfully,

Patricia H. Keely.



BEFORE FILLING THIS BLANK READ THE NOTES AND INSTRUCTIONS ON THE REVERSE SIDE, AND SECTIONS 4675, 4677, 4686, 4687, 4688, 4689, 4690 OF SCHOOL LAWS.

ANNUAL STATISTICAL REPORT of the School District No. 6 of the Township of Texas Oklahoma

County of Kalaw, to the School Inspectors for the Year Ending July 8, 1907.

[If the district is a fractional one, write the word "fractional" after the No., and insert the name of the township in which the schoolhouse is situated.]

IS THE DISTRICT LEGALLY GRADED ACCORDING TO SECTION 4746 OF THE COMPILED LAWS? HAS THE DISTRICT ESTABLISHED A LIBRARY BY A VOTE AT A DISTRICT MEETING? WHEN?

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17				
No. of children in district 5 years of age and under 20.			No. 5 years of age and under 20 that attended school during the year. (Omit non-residents and do not count any twice.)			No. children in district between 14 and 18 years of age.	No. children between 14 and 18 yrs. of age that attended school during the year.	No. of non-resident pupils.	No. of days' school during the year by qualified teachers.	Total days' attendance.	Average daily attendance.	Percentage of attendance.	No. volumes added to district library during the year.	Total No. of volumes in the district library.	No. of U. S. flags with staff.	No. of school-houses.	Value of school property. If no property, fill the blank with "none."	Indebtedness of district for which bonds have been issued.	Total indebtedness for all purposes July 8, 1907.	Amount due the district from all sources as near as known, including amount in town treasurer's hands.
Male.	Fem.	Total.	Male.	Fem.	Total.															
14	10	24	9	5	14	7	1	0	180	2580	14	88	20	85	1	1	\$1500	\$0	\$0	\$0
18						19			20			21								
NAME OF EACH QUALIFIED TEACHER EMPLOYED.									No. of months taught by each qualified teacher.		Total wages of each teacher for the year.		STUDIES PURSUED. (Indicate the studies by placing a * against each that is taught.)				TEXT-BOOKS USED. (Give names of authors.)			
Nellie Newkirk									9		270 00		Algebra, - - - - -				Milnes			
													Arithmetic, - - - - -							
													Botany, - - - - -							
													Civil Government, - - - - -							
													General History, - - - - -							
													Geography, - - - - -				Thorpe			
													Geometry, - - - - -							
													Grammar, - - - - -				Reeds & Kellogg			
													Orthography, - - - - -				Reeds			
													Penmanship, - - - - -				Merrill			
													Physics, - - - - -							
													Physiology, - - - - -				Vernon			
													Reading, - - - - -				Baldwin			
													U. S. History, - - - - -				Moulton			
TOTAL, - - -									9		270 00									
22. Has the district a dictionary? Yes Has it a globe? Yes Has it maps? Yes																				
Has it other supplies required by law? Yes																				
23. Is a schoolhouse to be built during ensuing year? No																				
24. Cost of same 00																				
25. No. graduated from eighth grade during year 0																				
26. Studies above eighth grade pursued in school: None																				
27. No. pupils pursuing the same None																				
28. Amount of treasurer's bond, - - - - - \$ 1000 00																				

FINANCIAL REPORT FOR THE YEAR ENDING JULY 8, 1907.

READ THIS.—If the following report is correct, the totals of receipts and expenditures will balance. Care should be taken to enter amount under its proper heading, and to enter no amount twice. If money other than the funds of the district is advanced by any one in paying teach. or for other expenses, it should be included in the item "Received from Loans." It is really money borrowed, and should also be included in the "Indebtedness" (item 16 above). Do not foot up the columns alike unless they actually add up alike.

RECEIPTS.		EXPENDITURES.	
READ THIS.—Insert nothing here that has not come into the assessor's hands; give exact amount of each fund separately and put nothing under any head save what the head indicates. Moneys from funds overdrawn or advanced by any person, or loaned, should be under the head "from loans." Money remaining in the hands of the township treasurer has not been "received" by the district and no account should be here taken of it: include that in "Amount due the district" (item 17 above).		READ THIS.—The amount "paid teachers" should here show what has been actually paid during the year, including all that was paid on balance due for previous year, and not what may still be due. The latter will appear in the "Indebtedness" (item 16 above) and the total wages of the year is shown in item 20 above. Include nothing in any item save what has actually been paid out, except in item 8.	
Dollars.		Dollars.	
Cents.		Cents.	
1. Money on hand July 9, 1906.....		1. Paid men teachers.....	
Item 1 must agree with item 8 in "expenditures" of last year's report. Items 2, 3, 4, and 6 should be stated specifically.		2. Paid women teachers.....	
2. Received from one-mill tax.....		3. Paid for { building.....	
If not assessed, state that fact.		site.....	
3. Received from primary school interest fund.....		repairs (outhouses, well, painting, windows, etc.).....	
4. Received from library fund { fines from county treasurer.....		furniture, (desks, stove, bookcase, organ, etc.).....	
{ socials, gifts, etc.,.....		4. Paid for { library books.....	
5. Received from tuition of non-resident pupils.....		{ care of library.....	
6. Received from district taxes for all purposes except one-mill tax.....		5. Paid on indebtedness (principal).....	
7. Received from loans.....		6. Paid interest on loans.....	
8. Received from all other sources { interest.....		{ transportation of pupils.....	
{ dog tax.....		apparatus, (globe, maps, charts, dictionary, etc.,.....	
{ delinquent tax.....		free text-books.....	
{ miscellaneous.....		7. Paid for all other purposes { fuel.....	
9. Total receipts, including moneys on hand July 9, 1906.....		{ incidentals, (brooms, chalk, pails, towels, etc.).....	
		{ insurance.....	
		janitor's salary.....	
		officers' salary.....	
		8. Amount on hand July 8, 1907 { Primary money.....	
		{ One-mill tax.....	
		{ General purpose fund.....	
		9. Total expenditures, including amount on hand.....	

Name of the Director for the ENSUING year S Moodyke Postoffice Address Ashmun Mich

28. Is physiology and hygiene taught in your school as provided in Section 4680 of Compiled Laws? Yes

29. Does the district furnish free text-books, according to Section 4775 of Compiled Laws? No If so, please state what year it was voted to furnish them? (Do not confuse this law with the one authorizing school officers to furnish books free to poor children.)

I HEREBY CERTIFY, That the above is a correct report, from the aforesaid District No. 6 (rect), Township of Texas Oklahoma

for the School Year next preceding the second Monday of July, 1907.

Dated, July 9, 1907.

(Signed) S Moodyke Director.

(Approved) D Q Calman Moderator.

NOTE.—The moderator and treasurer constitute an auditing committee on the director's report and must sign all reports personally.

Trustee.

Trustee.



## BEFORE FILLING THIS BLANK STUDY THE FOLLOWING INSTRUCTIONS.

DEPARTMENT OF PUBLIC INSTRUCTION, }

Lansing, Mich., April 15, 1907. }

## TO THE DIRECTOR:

You are earnestly requested to use great care in filling correctly all the blanks in this report. Many reports heretofore have been nearly useless from their inaccuracy and incompleteness. Many districts forfeit either their primary school money or library money, or both, because of omissions or mistakes in reports. *Report fully under each heading, and report just what the heading requires.*

## "IS THE SCHOOL LEGALLY GRADED?"

If the district is organized under the provisions of Chapter X of the General School Law it is legally graded; if it is not so organized, it is simply a primary school district.

## STATISTICAL.

[The numbers refer to the items correspondingly numbered in the blanks.]

**Item 1.**—The number of children in the district 5 years of age and under 20 years, without regard to the number attending school. This does not include those who are 20—only those *under* 20. Read Section 4687 of Compiled Laws as amended in 1905, before taking the census. No children can be included in the census whose parents or guardians are not actual residents of the district.

**Item 2.**—Directors have sometimes added the total number of pupils attending the winter school to the total number in the summer school, and reported the *sum* as the whole *number of children attending school* during the year. This is wrong; it is the number of *different children* who have attended school that is required. Be particular to count no pupil twice and do not include non-residents. If by any error the exact number cannot be told, give an estimate.

**Item 6.**—Give exact number of days the school has been taught during the year by *qualified* teachers. If school is dismissed on a *legal holiday*, count it as a day taught. *If your district is a new one set off during the year from an old district*, give date of organization and also the number of the district, or districts, of which it was a part.

**Item 7.**—*a.* Find total number days each pupil attended school. *b.* Add these totals and their sum will be "total days' attendance."

**Item 8.**—Divide item 7 (total days' attendance) by item 6 (number of days' school.)

**Item 9.**—Divide item 8 (average daily attendance) by average number pupils enrolled during year. (To find average number enrolled: *a.* add the enrollments for each term; *b.* divide this sum by the number of terms.)

**Items 10 and 11.**—These items are to be given only in case the district *maintains a district library*. Townships and districts failing to comply with the provisions of the law relative to libraries are excluded from the apportionment of library moneys as made by the county treasurer.

## FINANCIAL.

1. See that your finances are absolutely correct and avoid delay.
2. Study each item and include only what belongs to it.
3. Report "bonded indebtedness" where *bonds* have been issued. No debt not covered by bonds should be included in this item.
4. "Total indebtedness" includes bonds, warrants, and all outstanding obligations.
5. Do not fail to give carefully "*amount due the district*," that is, from township treasurer and all other sources.
6. Both director and treasurer should keep a set of books and carefully record every item of money expended or received.
7. Before the annual meeting the board should meet and audit these books and all vouchers and receipts. Then prepare the annual financial report to the district and to the school inspectors.
8. Report carefully all interest received or accrued on school funds.

## BLANKS AND REPORTS.

Four blanks are forwarded to each director of a school district. On the other side of this blank the director will, *immediately at the close of the school year*, make out his annual report to the district, and keep the same on file with the papers of his office, after it has been read at annual school meeting. On the back of each of the other three blanks [No. 2] will be found a blank for the census list, with affidavit attached. On the face of those the director will make an exact copy to correspond with his report on this blank (filling out the back with the census list), make affidavit to the correctness of the same before the township clerk or some other proper officer, and deliver *the three copies* to the township clerk before the *first Monday in August*. The director's report to school inspectors on blanks No. 2 must be made *before the first Monday in August*, **to entitle the district to its share of public money**. [See Section 4689 of Compiled Laws.] *No report should be made on old blanks*. A full supply of blanks is sent annually to the COUNTY SCHOOL COMMISSIONER to be distributed through the township clerks to the several districts. If you need more, apply to the township clerk.

It is especially desired to have the name and postoffice address of the director for the *ensuing year*. Write plainly.

## POINTERS.

1. There are five classes of school districts: (a) Primary, three officers; (b) Graded, five or more officers; (c) Township unit, five officers; (d) City, five or more officers; (e) Special legislative, three or more officers.
2. Each officer is entitled to a copy of latest school law. Write commissioner of schools.
3. All business that may be done by a school board must be done at a regular meeting thereof. Sec. 4671.
4. Board of education should never hire a teacher without inspecting his or her certificate. Sec. 4678.
5. Director must collect institute fee from teachers at time of hiring if not already paid. Sec. 4839.
6. Board should hold last month's salary of teacher until all reports are filed. Secs. 4678, 4680.
7. Director should require township clerk to specify each fund as money is apportioned. Sec. 4703.
8. School board must use library or fine moneys for library purposes. Sec. 4762.
9. Board of supervisors has no control over library or fine moneys, nor has township board.
10. School board, only, votes money for teachers' wages, fuel, incidentals, and deficiencies. Sec. 4674.
11. The people vote money for building, sites, repairs, furniture, library, transportation. Sec. 4665.
12. School board adopts text-books and course of study. Sec. 4680.
13. School board cannot open schoolhouse except for public meetings; *i. e.*, open to everybody. Sec. 4679.
14. Every child between 7 and 15 must attend school. Act 200, 1905.
15. The surplus of dog tax is distributed to school districts and belongs in general fund.
16. All moneys coming into the hands of the treasurer are "public moneys" and must be used according to law. Secs. 1197 and 1203.
17. School officers cannot receive salary or pay for services unless same is voted by the people, in advance, at annual meeting. Sec. 4665.
18. School funds cannot be loaned.
19. If school funds are deposited in bank and draw interest, the interest belongs to district. Sec. 1200.
20. Treasurer must deposit funds in his name *as treasurer of district*. **He must give bonds.** Sec. 4691.

Respectfully,

L. L. Migh-

Superintendent of Public Instruction.



THIS BLANK MUST BE FILLED OUT AND DELIVERED TO THE TOWNSHIP CLERK BEFORE AUGUST 3, 1908.

ANNUAL STATISTICAL REPORT of the School District No. Six Five of the Township of Texas, Oshkema & Aleman  
County of Kalamazoo, to the School Inspectors for the Year Ending July 13, 1908.

[If the district is a fractional one, write the word "fractional" after the No., and insert the name of the township in which the schoolhouse is situated.]

IS THE DISTRICT LEGALLY GRADED ACCORDING TO SECTION 4746 OF THE COMPILED LAWS? yesHAS THE DISTRICT ESTABLISHED A LIBRARY BY A VOTE AT A DISTRICT MEETING? yes WHEN? 1875

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SCHOOL CENSUS of District No. Six Fre., of the Township of Texas, Oshtemo & Almena.  
County of Kalamazoo, State of Michigan, for the school year ending July 13, 1908, as taken by S. Moerdyk  
during the last fifteen days next preceding the first Monday in June.

STATE OF MICHIGAN,  
County of Kalamazoo } ss. Simon Moerdyk  
above named, being duly sworn,  
says that the following is a correct list, as taken by him of the names and ages of all children belonging to District No. Six Fre. aforesaid, five years of age and under twenty years,  
together with name and address of parent or guardian, and that said census was taken during the fifteen days prior to June 1, 1908.

Subscribed and sworn to this 15th day of June, 1908. (Signed) Simon Moerdyk  
Before me Charles J. [unclear]  
My commission expires April 20 - 1909  
(The census list must be sworn to, to entitle the district to public money.)

READ THESE NOTES.

- 1. If the district is fractional, write the names of the children in each township separately under the name of the township, beginning with that township in which the schoolhouse or site is situated. A separate statement must be made to the clerks of the several townships in which the district is in part situated, giving the number of children five years of age and under twenty years residing in that part of the district lying within their respective townships.
- 2. If there is not space on this page sufficient to contain the names of all the children in the district, write the remainder upon ordinary foolscap paper, properly ruled, and attach the same to this sheet. Do not use additional blanks.
- 3. The ages of children must be given as they are on June 1, 1908.

NAME OF CHILD.	Age.	Date of birth of those 5 and 19. Mo. Day Yr.	NAME OF PARENT OR LEGAL GUARDIAN.	ADDRESS.	NAME OF CHILD.	Age.	Date of birth of those 5 and 19. Mo. Day Yr.	NAME OF PARENT OR LEGAL GUARDIAN.	ADDRESS.
1 Texas					49 Oshtemo.				
2 Pauline Harrick	7	8-2-01	S. J. Harrick	Oshtemo	50 Irving Jeffries	14	1-29-94	R. Jeffries	Oshtemo
3 Hilda	6	9-4-02	"	"	51 Isaac	12	4-15-97	"	"
4 Bert Free	19	8-7-88	J. Free	"	52 Roy	9	5-19-99	"	"
5 Bland Dimond	9	8-15-99	Mrs Dimond	"	53 Theodore	5	4-24-03	"	"
6 Clarence Rankin	13	2-8-95	J. W. Rankin	"	54 Guy Jones	9	9-13-98	R. Jones	"
7 Charley	5	9-11-02	"	"	55 Gold Jefft	9	8-17-98	A. Jefft.	"
8 Albert Merchant	7	3-7-01	Mrs Hosner	"	56 Marie	5	5-8-03	"	"
9					57 Blanch Newkirk	13	11-20-94	Mrs N. Newkirk	"
10					58 Jennie Moerdyk	17	2-9-91	S. Moerdyk	"
11					59 Ralph	13	3-15-95	"	"
12					60 Helen	5	11-1-02	"	"
13					61 Annabelle Farrel	9	9-25-98	J. Farrel	"
14					62 John	5	11-28-99	"	"
15					63 William	7	3-15-00	"	"
16					64 Mary Rubert	17	12-16-90	W. P. Rubert	"
17					65 Henry	13	6-22-94	"	"
18					66 Ada	11	3-10-97	"	"
19					67 Garnet	7	3-25-01	"	"
20					68 Bliss Bonfoey	11	12-1-96	L. Jackson	Kalamazoo
21					69 Violet King	6	7-26-01	J. King	Oshtemo
22					70 Frank Moerdyk	16	3-29-92	S. Moerdyk	Kalamazoo
23					71 Will Stumm	18	7-31-89	L. P. Stumm	Oshtemo
24					72 Jack	16	8-9-91	"	"
25					73 Blanch	15	9-24-92	"	"
26					74 Jim	13	4-6-95	"	"
27					75 Ruth	11	3-13-97	"	"
28					76 Frank Biddle	12	9-13-95	G. Biddle	"
29					77 Enabel Biddle	14	7-12-93	G. Biddle	"
30					78 Orville Barclay	14	4-19-94	E. Barclay	"
31					79 Ernest	12	12-12-96	"	"
32					80 Martha	10	4-26-98	"	"
33					81 Glenn	5	4-26-03	"	"
34					82			"	"
35					83				
36					84				
37					85				
38					86				
39					87				
40					88				
41					89				
42					90				
43					91				
44					92				
45					93				
46					94				
47					95				
48					96				







**BEFORE FILLING THIS BLANK STUDY THE FOLLOWING INSTRUCTIONS.**

**DEPARTMENT OF PUBLIC INSTRUCTION,**

Lansing, Mich., April 15, 1908.

TO THE DIRECTOR:

You are earnestly requested to use great care in filling correctly all the blanks in this report. Many reports heretofore have been nearly useless from their inaccuracy and incompleteness. Many districts forfeit either their primary school money or library money, or both, because of omissions or mistakes in reports. *Report fully under each heading, and report just what the heading requires.*

**"IS THE SCHOOL LEGALLY GRADED?"**

If the district is organized under the provisions of Chapter X of the General School Law it is legally graded; if it is not so organized, it is simply a primary school district.

**STATISTICAL.**

[The numbers refer to the items correspondingly numbered in the blanks.]

**Item 1.**—The number of children in the district 5 years of age and under 20 years, without regard to the number attending school. This does not include those who are 20—only those *under* 20. Read Section 4687 of Compiled Laws as amended in 1905, before taking the census. No children can be included in the census whose parents or guardians are not actual residents of the district.

**Item 2.**—Directors have sometimes added the total number of pupils attending the winter school to the total number in the summer school, and reported the *sum* as the whole *number of children attending school* during the year. This is wrong; it is the number of *different children* who have attended school that is required. Be particular to count no pupil twice and do not include non-residents. If by any error the exact number cannot be told, give an estimate.

**Item 6.**—Give exact number of days the school has been taught during the year by *qualified* teachers. If school is dismissed on a *legal holiday*, count it as a day taught. *If your district is a new one set off during the year from an old district*, give date of organization and also the number of the district, or districts, of which it was a part.

**Item 7.**—a. Find total number days each pupil attended school. b. Add these totals and their sum will be "total days' attendance."

**Item 8.**—Divide item 7 (total days' attendance) by item 6 (number of days' school.)

**Item 9.**—Divide item 8 (average daily attendance) by average number pupils enrolled during year. (To find average number enrolled: a, add the enrollments for each term; b, divide this sum by the number of terms.)

**Items 10 and 11.**—These items are to be given only in case the district *maintains a district library*. Townships and districts failing to comply with the provisions of the law relative to libraries are excluded from the apportionment of library moneys as made by the county treasurer.

**FINANCIAL.**

1. See that your finances are absolutely correct and avoid delay.
2. Study each item and include only what belongs to it
3. Report "bonded indebtedness" where *bonds* have been issued. No debt not covered by bonds should be included in this item.
4. "Total indebtedness" includes bonds, warrants, and all outstanding obligations.
5. Do not fail to give carefully "*amount due the district*," that is, from township treasurer and all other sources.
6. Both director and treasurer should keep a set of books and carefully record every item of money expended or received.
7. Before the annual meeting the board should meet and audit these books and all vouchers and receipts, and at the same meeting prepare the annual financial report to the district and to the school inspectors.
8. Report carefully all interest *received* or accrued on school funds.

**BLANKS AND REPORTS.**

Five blanks are forwarded to each director of a school district. On the other side of this blank the director will, *before the annual meeting*, make out his annual report to the district, and keep the same, together with one copy of report on Form 2, on file with the papers of his office, after it has been read at annual school meeting. On the back of each of the other four blanks [No. 2] will be found a blank for the census list, with affidavit attached. On the face of those the director will make an exact copy to correspond with his report on this blank (filling out the back with the census list), make affidavit to the correctness of the same before the township clerk or some other proper officer, and deliver *three copies* to the township clerk before the *first Monday in August*. The director's report to school inspectors on blanks No. 2 must be made *before the first Monday in August, to entitle the district to its share of public money*. [See Section 4689 of Compiled Laws.] *No report should be made on old blanks*. A full supply of blanks is sent annually to the COUNTY SCHOOL COMMISSIONER to be distributed through the township clerks to the several districts. If you need more, apply to the township clerk.

It is especially desired to have the name and postoffice address of the director for the *ensuing year*. Write plainly.

**POINTERS.**

1. There are five classes of school districts: (a) Primary, three officers; (b) Graded, five or more officers; (c) Township unit, five officers; (d) City, five or more officers; (e) Special legislative, three or more officers.
2. Each officer is entitled to a copy of latest school law. Write commissioner of schools.
3. All business that may be done by a school board must be done at a regular meeting thereof. Sec. 4671.
4. Board of education should never hire a teacher without inspecting his or her certificate. Sec. 4678.
5. Director must collect institute fee from teachers at time of hiring if not already paid. Sec. 4839.
6. Board should hold last month's salary of teacher until all reports are filed. Secs. 4678, 4680.
7. *Director should require township clerk to specify each fund as money is reported.* Sec. 4703.
8. School board must use library or fine moneys for library purposes. Sec. 4762.
9. Board of supervisors has no control over library or fine moneys, nor has township board.
10. School board, only, votes money for teachers' wages, fuel, incidentals, deficiencies, and officers' salaries if there are less than 50 children in census. Sec. 4674.
11. The people vote money for building, sites, repairs, furniture, library, transportation, and salaries where over 50 children in census. Sec. 4665.
12. School board adopts text-books and course of study. Sec. 4680.
13. School board cannot open schoolhouse except for public meetings, *i. e.*, open to everybody. Sec. 4679.
14. Every child between 7 and 16 must attend school. Act 200, 1905, amended in 1907.
15. The surplus of dog tax is distributed to school districts and belongs in general fund.
16. All moneys coming into the hands of the treasurer are "public moneys" and must be used according to law. Secs. 1197 and 1203.
17. School funds cannot be loaned.
18. If school funds are deposited in bank and draw interest, the interest belongs to general fund of the district. Sec. 1200.
19. Treasurer must deposit funds in his name *as treasurer of district*. **He must give bonds.** Sec. 4691.

Respectfully,

*L. L. Migh-*

Superintendent of Public Instruction.



THIS BLANK MUST BE FILLED OUT AND DELIVERED TO THE TOWNSHIP CLERK BEFORE AUGUST 2, 1909.

ANNUAL STATISTICAL REPORT of the School District No. 6 of the Township of Texas Whitman & Alameda  
County of Kalamazoo, to the Township Clerk for the Year Ending July 12, 1909.

[If the district is a fractional one, write the word "fractional" after the No., and insert the name of the township in which the schoolhouse is situated.]

IS THE DISTRICT LEGALLY GRADED ACCORDING TO SECTION 4746 OF THE COMPILED LAWS? yes  
HAS THE DISTRICT ESTABLISHED A LIBRARY BY A VOTE AT A DISTRICT MEETING? yes WHEN? 1875-

HAS THE DISTRICT ESTABLISHED A LIBRARY BY A VOTE AT A DISTRICT MEETING? yes WHEN? 1875-

[illegible]

## FINANCIAL REPORT FOR THE YEAR ENDING JULY 12, 1909.

**READ THIS.**—If the following report is correct, the totals of receipts and expenditures **will balance.** Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If money other than the funds of the district is advanced by any one in paying teacher or for other expenses, it should be included in the item "Received from Loans." It is really money borrowed, and should also be included in the "Indebtedness" (item 16 above). Do not foot up the columns alike unless they actually add up alike.

RECEIPTS.		Dollars.	Cents.
<p><b>READ THIS.—</b> Insert nothing here that has not come into the treasurer's hands; give exact amount of each fund separately and put nothing under any head save what the head indicates. Moneys from funds overdrawn or advanced by any person, or loaned, should be under the head "from loans." Money remaining in the hands of the township treasurer has not been "received" by the district and no account should be here taken of it; include that in "Amount due the district" (item 17 above).</p>			
1. Money on hand July 13, 1908	{ primary money one mill tax general fund incidental fund other funds— library building and repair	39 50 85 88 38 80 77 60 2 88	
Item 1 must agree with item 8 in "expenditures" of last year's report. Items 2, 3, 4, and 6 should be stated specifically. Was mill tax transferred at annual meeting July 13, 1908? <i>yes</i>			
2. Received from one mill tax	If not assessed, state that fact. Was this mill tax transferred at last annual meeting?	80 09	
3. Received from primary school interest fund		239 50	
4. Received from library fund	{ fines from county treasurer voted tax for library socials, gifts, etc.,	897	
5. Received from tuition of non-resident pupils	{ general fund		
6. Received from district taxes	{ teachers' wages fund building and repairs fund		
7. Received from loans			
8. Received from all other sources	{ interest dog tax delinquent tax miscellaneous	19 57	
9. Total receipts, including moneys on hand July 13, 1908		618 77	

EXPENDITURES.		Dollars.	Cents.
<p><b>READ THIS.—</b> The amount "paid teachers" should <i>here</i> show what has been actually paid during the year, including all that was paid on balance due for previous year, and not what may still be due. The latter will appear in the "Indebtedness" (item 16 above) and the total <i>wages</i> of the year is shown in item 20 above. Include nothing in any item save what has actually been paid out, except in item 8.</p>			
1. Paid men teachers			
2. Paid women teachers		360	00
3. Paid for	{ sites buildings repairs on buildings		
4. Paid for library books and care of same			5 80
5. Paid for indebtedness (principal) (From general fund.)	{ transportation of pupils insurance indemnity bonds furniture and apparatus (Desks, stove, book-case, organ, etc.) officers' salaries interest on loans unusual expenses (law suits, tuition, rent, etc.) fuel janitor brooms, chalk, pails, towels, shovel, soap, census, etc. appendages (globe, maps, charts, dictionary, etc.) free text books water supply or well record and account books		3 00 25 00 68 75 4 75 12 58 4 50
6. Paid for general purposes. (From general fund.)	{ primary money one mill tax general fund other funds— building and repair	\$ 25 09 \$ 103 27 \$ 6 05	
7. Amount on hand July 12, 1909.			
8. Total expenditures, including amount on hand	Total on hand	134	35
		618	77

Name of the Director for the ENSUING year L. Moody Postoffice Address Oshtemo

29. Is physiology and hygiene taught in your school as provided in Section 4680 of Compiled Laws? Yes

30. Does the district furnish free text-books, according to Section 4775 of Compiled Laws?..... If so, please state what year it was voted to furnish them?..... (Do not confuse this law with the one authorizing school officers to furnish books free to poor children.)

I HEREBY CERTIFY, That the above is a correct report, from the aforesaid District No. Six, Township of Texas, for the School Year next preceding the second Monday of July, 1909.

Dated July 17<sup>th</sup> 1909.

(Signed) J. Mordyk Address Uspenko R. F. D. No. 43

(Signature) \_\_\_\_\_ (Director.) \_\_\_\_\_ Address \_\_\_\_\_ R. F. D. No. \_\_\_\_\_

(Approved) { John J. Jones Address 1111 1st St. N. W. R. F. D. No. 1  
(Moderator.)

(Apprentice) { D. C. Coleman Address \_\_\_\_\_ R. F. D. No. \_\_\_\_\_

..... (Treasurer.) ..... Address ..... R. E. D. No. ....

.....Address..... R. F. D. No.....  
(Trustee.)

NOTE—The moderator and treasurer constitute an auditing committee on the director's report and must sign all reports personally.



SCHOOL CENSUS of District No. Six Five, of the Township of Texas Oshkemo & Alameda,  
County of Kalamazoo, State of Michigan, for the school year ending July 12, 1909, as taken by S. Mordock,  
during the last fifteen days next preceding the first Monday in June.

STATE OF MICHIGAN,  
County of Kalamazoo ss. S. Mordock above named, being duly sworn,  
says that the following is a correct list, as taken by him of the names and ages of all children belonging to District No. Six Five, aforesaid, five years of age and under twenty years,  
together with the name and address of parent or guardian, and that said census was taken during the fifteen days prior to June 7, 1909.

Subscribed and sworn to this Seventh day of June, 1909. (Signed) S. Mordock  
Before me Elmer M. Clapp  
Notary Public  
My commission expires Apr 16 1911  
(The census list must be sworn to, to entitle the district to public money.)

READ THESE NOTES.

- 1. If the district is fractional, write the names of the children in each township separately under the name of the township, beginning with that township in which the schoolhouse or site is situated. A separate statement must be made to the clerks of the several townships in which the district is in part situated, giving the number of children five years of age and under twenty years residing in that part of the district lying within their respective townships.
- 2. If there is not space on this page sufficient to contain the names of all the children in the district, write the remainder upon ordinary foolscap paper, properly ruled, and attach the same to this sheet. Do not use additional blanks.
- 3. The ages of children must be given as they are on June 7, 1909.

NAME OF CHILD.	Age.	Date of birth of those 5 and 19. Mo. Day Yr.	NAME OF PARENT OR LEGAL GUARDIAN.	ADDRESS.	NAME OF CHILD.	Age.	Date of birth of those 5 and 19. Mo. Day Yr.	NAME OF PARENT OR LEGAL GUARDIAN.	ADDRESS.
1 <u>Texas</u>					49 <u>Oshkemo</u>				
2 <u>Guy Jones</u>	10	9-13-98	<u>R. Jones</u>	<u>Oshkemo</u>	50 <u>Loyd Jefft</u>	10	8-17-98	<u>A. Jefft</u>	<u>Oshkemo</u>
3 <u>Lillian Hargrave</u>	6	6-14-03	<u>J. Hargrave</u>	"	51 <u>Mary</u>	6	5-8-03	"	"
4 <u>Marian</u>	6	6-14-03	"	"	52 <u>Blanche Newkirk</u>	14	11-20-94	<u>Mrs W. Newkirk</u>	"
5 <u>Willard Bierley</u>	10	2-17-99	<u>A. Bierley</u>	"	53 <u>Yonnie Mordock</u>	13	2-9-91	<u>S. Mordock</u>	"
6 <u>Clarence Rankin</u>	14	2-8-95	<u>J. W. Rankin</u>	"	54 <u>Ralph</u>	14	3-15-95	"	"
7 <u>Charley</u>	6	7-16-02	"	"	55 <u>Hellen</u>	6	11-1-02	"	"
8 <u>Albert Merchant</u>	8	3-7-01	"	"	56 <u>Ursula Fernald</u>	10	7-25-98	<u>J. Fernald</u>	"
9 <u>Pauline Harvick</u>	8	8-2-01	<u>S. J. Harvick</u>	"	57 <u>John</u>	7	11-25-99	"	"
10 <u>Hilda</u>	7	9-4-02	"	"	58 <u>Wes</u>	3	3-15-00	"	"
11					59 <u>Mary Robert</u>	13	12-16-90	<u>W. P. Robert</u>	"
12					60 <u>Henry</u>	14	6-22-94	"	"
13					61 <u>Ada</u>	12	3-10-97	"	"
14					62 <u>Larnet</u>	3	3-25-01	"	"
15					63 <u>Alot King</u>	7	7-26-01	<u>T. King</u>	"
16					64 <u>Glenn</u>	5	1-27-04	"	"
17					65 <u>Frank Biddleman</u>	13	7-13-95	<u>G. Biddleman</u>	"
18					66 <u>Orville Barclay</u>	15	4-19-94	<u>E. E. Barclay</u>	"
19					67 <u>Ernest</u>	13	12-12-96	"	"
20					68 <u>Martha</u>	11	4-26-98	"	"
21					69 <u>Glenn</u>	6	4-26-03	"	"
22					70 <u>Ray Darnie</u>	12	11-10-96	<u>A. Darnie</u>	"
23					71 <u>Ward</u>	10	12-9-98	"	"
24					72 <u>Wm. Strum</u>	19	7-31-89	<u>E. P. Strum</u>	"
25					73 <u>Jack</u>	17	8-9-91	"	"
26					74 <u>Blanch</u>	16	7-24-92	"	"
27					75 <u>Jim</u>	14	4-6-95	"	"
28					76 <u>Ruth</u>	12	3-13-97	"	"
29					77 <u>Harley Blood</u>	12	9-17-96	<u>T. Blood</u>	"
30					78				
31					79				
32					80				
33					81				
34					82				
35					83				
36					84				
37					85				
38					86				
39					87				
40					88				
41					89				
42					90				
43					91				
44					92				
45					93				
46					94				
47					95				
48					96				



ANNUAL STATISTICAL REPORT of the School District No. 6 Ind of the Township of Texas OklahomaCounty of Kalamazoo, to the Township Clerk for the Year Ending July 10, 1911.

[If the district is a fractional one, write the word "fractional" after the No. and insert the name of the township in which the school house is situated.]

IS THE DISTRICT LEGALLY GRADED ACCORDING TO SECTION 4746 OF THE COMPILED LAWS? YesHAS THE DISTRICT ESTABLISHED A LIBRARY BY A VOTE AT A DISTRICT MEETING? Yes WHEN? 1890

1			2			3		4		5		6		7		8		9		10		11		12		13		14		15		16		17														
No. of children in district 5 years of age and under 20.			No. 5 years of age and under 20 that attended school during the year (Omit non-residents and do not count any twice.)			No. children in district between 14 and 18 yrs. of age that attended school during the year.		No. children between 14 and 18 yrs. of age that attended school during the year.		No. of non-resident pupils.		No. of days' school during the year by qualified teachers.		Total days' attendance.		Average daily attendance.		Percentage of attendance.		No. volumes added to district library during the year.		Total No. of volumes in the district library.		No. of U. S. flags with staff.		No. of school houses.		Value of school property. If no property, fill the blank with "none."		Indebtedness of district of which bonds have been issued.		Total indebtedness for all purposes, July 10, 1911.		Amount due the district from all sources, including amount in town treasurer's hands:														
Male.	Fem.	Total.	Male.	Fem.	Total.																																											
21	15	36	18	12	30	7	4	0	160	2678	30	81	0	106	1	1	\$1500	\$8	\$8																													
NAME OF EACH QUALIFIED TEACHER EMPLOYED. (Do not include teachers of county normal training classes.)																	No. of months taught by each qualified teacher.		Total wages of each teacher for the year.		STUDIES PURSUED. (Indicate the studies by placing a * against each that is taught.)		TEXT BOOKS USED. (Give names of authors.)																									
Nellie Kerkutink																	8	357	50	Algebra, - - - - -		Arithmetic, - - - - -		Civil Government, - - - - -		Geography, - - - - -		Grammar, - - - - -		Orthography, - - - - -		Penmanship, - - - - -		Physiology, - - - - -		Reading, - - - - -		U. S. History, - - - - -		Agriculture, - - - - -		Domestic Science, - - - - -		Domestic Art, - - - - -		Music and Drawing, - - - - -		
TOTAL,																	8	357	50																													
22. Has the district a dictionary? <u>Yes</u> Has it a globe? <u>Yes</u> Has it maps? <u>Yes</u>																																																
Has it other supplies required by law? <u>Yes</u>																																																
23. Is a schoolhouse to be built during ensuing year? <u>0</u>																																																
24. Cost of same. <u>0</u>																																																
25. No. graduated from eighth grade during year. <u>0</u>																																																
26. Studies above eighth grade pursued in school: <u>0</u>																																																
27. No. pupils pursuing the same. <u>0</u>																																																
28. Amount of treasurer's bond. <u>1000</u>																																																

## FINANCIAL REPORT FOR THE YEAR ENDING JULY 10, 1911.

READ THIS.—If the following report is correct, the totals of receipts and expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If money other than the funds of the district is advanced by any one in paying teacher or for other expenses, it should be included in the item "Received from Loans." It is really money borrowed, and should also be included in the "Indebtedness" (item 16 above). Do not foot up the columns alike unless they actually add up alike.

RECEIPTS.		EXPENDITURES.	
	Dollars.	Cents.	
READ THIS.—Insert nothing here that has not come into the treasurer's hands; give exact amount of each fund separately and put nothing under any head save what the head indicates. Moneys from funds overdrawn or advanced by any person, or loaned, should be under the head "from loans." Money remaining in the hands of the township treasurer has not been "received" by the district and no account should be here taken of it; include that in "Amount due the district" (item 17 above).			
1. Money on hand July 11, 1910.			1. Paid men teachers.
teachers' wages fund { primary money	5	37	2. Paid women teachers.
one mill tax.	165	60	
general fund.	11	97	3. Paid for (From building and repair fund.) See school laws 4665, Sec. 20 (6).
library.			4. Paid for library books and care of same. (From library fund.)
building and repair.			5. Paid for indebtedness (principal). (Do not include interest.)
Item 1 must agree with item 7 in "expenditures" of last year's report. Items 2, 3, 4, and 6 should be stated specifically. Was mill tax transferred by district board during the year? <u>Yes</u>			6. Paid for tuition (See item 9, reverse side of Form 1.)
Amount of mill tax so transferred? <u>5-37</u>	86	38	7. Paid for general purposes (From general fund.) This item includes transportation of pupils; insurance; indemnity bonds; furniture and apparatus; officers' salaries; interest on loans; unusual expenses, such as law suits, rent; fuel; janitor; cleaning of school house; incidentals, such as brooms, chalk, towels, soap; census; appendages, such as globe, maps, dictionary, free text books; water supply or well; record and account books; care and grading of grounds; building of fences, outhouses.
2. Received from one mill tax. If not assessed, state that fact. Was this mill tax transferred by district board at close of this year?	271	30	8. Amount on hand July 10, 1911.
3. Received from primary school interest fund.	57	10	teachers' wages fund { primary money
4. Received from library fund.			one mill tax
finances from county treasurer.			general fund
voted tax for library.			library
socials, gifts, etc.,			building and repair
5. Received from tuition of non-resident pupils. (Belongs to general fund.)	200	00	Total on hand.
6. Received from district taxes.			749
7. Received from loans.			12
interest.			9. Total expenditures, including amount on hand.
dog tax.	3	40	
delinquent tax.			
miscellaneous.			
9. Total receipts, including moneys on hand July 11, 1910.	749	12	

Name of the Director for the ENSUING year

S. Moredyk

Postoffice Address

Calhoun29. Is physiology and hygiene taught in your school as provided in Section 4680 of Compiled Laws? Yes30. Does the district furnish free text-books, according to Section 4775 of Compiled Laws? No

If so, please state what year it was voted to furnish them?

(Do not confuse this law with the one authorizing school offices to furnish books free to poor children.)

I HEREBY CERTIFY, That the above is a correct report, from the aforesaid District No. 6 IndTownship of Texas Oklahoma

, for the School Year next preceding the second Monday of July, 1911.

Dated July 15 1911.

(Signed)

S. Moredyk

Director.

(Approved)

S. A. Jones

Moderator.

D. C. Coleman

Treasurer.

Trustee.

Trustee.

NOTE.—The moderator and treasurer constitute an auditing committee on the director's report and must sign all reports personally.



**BEFORE FILLING THIS BLANK STUDY THE FOLLOWING INSTRUCTIONS.**

**DEPARTMENT OF PUBLIC INSTRUCTION,**

Lansing, Mich., April 15, 1911.

**TO THE DIRECTOR:**

You are earnestly requested to use great care in filling correctly all the blanks in this report. Many reports heretofore have been nearly useless from their inaccuracy and incompleteness. Many districts forfeit either their primary school money or library money, or both, because of omissions or mistakes in reports. *Report fully under each heading, and report just what the heading requires.*

**"IS THE SCHOOL LEGALLY GRADED?"**

If the district is organized under the provisions of Chapter X of the General School Law it is legally graded; if it is not so organized, it is simply a primary school district.

**STATISTICAL.**

[The numbers refer to the items correspondingly numbered in the blanks.]

**Item 1.**—The number of children in the district 5 years of age and under 20 years, without regard to the number attending school. This does not include those who are 20—only those under 20. Read Section 4687 of Compiled Laws as amended in 1905, before taking the census. No children can be included in the census whose parents or guardians are not actual residents of the district.

**Item 2.**—Directors have sometimes added the total number of pupils attending the winter school to the total number in the summer school and reported the *sum* as the whole number of children attending school during the year. This is wrong; it is the number of *different children* who have attended school that is required. Be particular to count no pupil twice and do not include non-residents. If by any error the exact number cannot be told give an estimate.

**Item 6.**—Give exact number of days the school has been taught during the year by *qualified* teachers. If school is dismissed on a *legal holiday*, count it as a day taught. If your district is a new one set off during the year from an old district, give date of organization and also the number of the district, or districts, of which it was a part.

**Item 7.**—a. Find total number of days each pupil attended school. b. Add these totals and their sum will be "total days' attendance."

**Item 8.**—Divide item 7 (total days' attendance) by item 6 (number of days' school.)

**Item 9.**—Divide item 8 (average daily attendance) by average number pupils enrolled during year. (To find average number enrolled: a, add the enrollment for each term; b, divide this sum by the number of terms.)

**Items 10 and 11.**—These items are to be given only in case the district maintains a district library. Be sure that the question, "Has the district established a library by vote at district meeting?" is answered. Townships and districts failing to comply with the provisions of the law relative to libraries are excluded from the apportionment of library moneys as made by the county treasurer.

**FINANCIAL.**

1. See that your finances are absolutely correct and avoid delay.
2. Study each item and include only what belongs to it.
3. Report "bonded indebtedness" where bonds have been issued. No debt not covered by bonds should be included in this item.
4. "Total indebtedness" is a written statement of debt and includes bonds, warrants, and all outstanding obligations incurred by borrowing money.
5. Do not fail to give carefully "amount due the district," that is, from township treasurer and all other sources.
6. **Both director and treasurer should keep a set of books and carefully record every item of money expended or received.**
7. Before the annual meeting the board should meet and audit these books and all vouchers and receipts, and at the same meeting prepare the annual financial report to the district and to the township clerk. Actual cash on hand and amount reported in 8 expenditures should be the same.
8. Report carefully all interest received or accrued on school funds.
9. Item 6 expenditures "paid for tuition general," refers to districts where school has not been maintained, and it has been voted to pay tuition for children in another district.

**BLANKS AND REPORTS.**

Five blanks are forwarded to each director of a school district. On the other side of this blank the director will, *before the annual meeting*, make out his annual report to the district, and keep the same, together with one copy of report on Form 2, on file with the papers of his office, after it has been read at the annual school meeting. On the back of each of the other four blanks [No. 2] will be found a blank for the census list, with affidavit attached. On the face of those the director will make an exact copy to correspond with his report on this blank (filling out the back with the census list), make affidavit to the correctness of the same before the township clerk or some other proper officer, and deliver *three copies* to the township clerk before the *first Monday in August*. The director's report to township clerk on blanks No. 2 must be made *before the first Monday in August, to entitle the district to its share of public money* [See Section 4689 of Compiled Laws.] *No report should be made on old blanks.* A full supply of blanks is sent annually to the COUNTY SCHOOL COMMISSIONER to be distributed through the township clerks to the several districts. If you need more, apply to the township clerk.

It is especially desired to have the name and postoffice address of the director for the *ensuing year*. Write plainly.

**POINTERS.**

1. There are five classes of school districts: (a) Primary, three officers; (b) Graded, five or more officers; (c) Township unit, five officers; (d) City, five or more officers; (e) Special legislative, three or more officers.
2. Each officer is entitled to a copy of latest school law. Write commissioner of schools.
3. All business that may be done by a school board must be done at a regular meeting thereof. Sec. 4671.
4. Board of education should never hire a teacher without inspecting his or her certificate. Sec. 4678.
5. Director must collect institute fee from teacher at time of hiring if not already paid. Sec. 4839.
6. Board should hold last month's salary of teacher until all reports are filed. Secs. 4678, 4680.
7. Director should require township clerk to specify each fund as money is reported. Sec. 4703.
8. Treasurer should not accept school money from township treasurer unless it is itemized so as to show to what fund it belongs.
9. School board must use library or fine moneys for library purposes. Sec. 4762.
10. Board of supervisors has no control over library or fine moneys, nor has township board.
11. School board, only, votes money for teachers' wages, fuel, deficiencies, and officers' salaries. Sec. 4674.
12. The people vote money for building, sites, repairs, furniture, library, transportation. Sec. 4665.
13. School board adopts text-books and course of study. Sec. 4680.
14. School board cannot open schoolhouse except for public meetings, *i. e.*, open to everybody. Sec. 4679.
15. Every child between 7 and 16 must attend school. Act 200, 1905, amended in 1907.
16. The surplus of dog tax is distributed to school districts and belongs in general fund.
17. All moneys coming into the hands of the treasurer are "public moneys" and must be used according to law. Secs. 1197 and 1203.
18. School funds cannot be loaned.
19. If school funds are deposited in bank and draw interest, the interest belongs to the general fund of the district. Sec. 1200.
20. Treasurer must deposit funds in his name as *treasurer of district*. **He must give bonds.** Sec. 4691.

Respectfully,

*L. L. Wright*

Superintendent of Public Instruction.



ANNUAL STATISTICAL REPORT of the School District No. 6<sup>th</sup> of the Township of Wesley  
County of Kalamazoo, to the Township Clerk for the Year Ending July 8, 1912.

[If the district is a fractional one, write the word "fractional" after the No. and insert the name of the township in which the school house is situated.]

IS THE DISTRICT LEGALLY GRADED ACCORDING TO SECTION 4716 OF THE COMPILED LAWS? Yes

HAS THE DISTRICT ESTABLISHED A LIBRARY BY A VOTE AT A DISTRICT MEETING? Yes WHEN? 1890

1			2			2a	2b	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17		
No. of children in district 5 years of age and under 20.			No. 5 years of age and under 20 that attended school during the year. (Omit non-residents and do not count any twice.)			No. of children in district enrolled in 7th grade. (Omit non-residents.)	No. of children in district enrolled in 8th grade. (Omit non-residents.)	No. children in district between 14 and 18 yrs. of age that attended school during the year.	No. children between 14 and 18 yrs. of age that attended school during the year.	No. of non-resident pupils.	No. of days' school during the year by qualified teachers.	Total days' attendance.	Average daily attendance.	Percentage of attendance.	No. volumes added to district library during the year.	Total No. of volumes in the district library.	No. of U. S. flags with staff.	No. of school houses.	Value of school property. If no property, fill the blank with "none."	Indebtedness of district of which bonds have been issued.	Total indebtedness for all purposes July 8, 1912.	Amount due the district in town treasurer's hands:		
Male.	Fem.	Total.	Male.	Fem.	Total.																	Primary \$.....		
20	14	34	14	12	26	2	5	9	9	0	160	296	18	81	26	0	106	1	1	\$1500	\$0	\$0	Mill tax \$.....	
																								Voted " \$.....
																								Library \$.....
																								Total \$.....

18			19		20		21	
NAME OF EACH QUALIFIED TEACHER EMPLOYED. (Do not include teachers of county normal training classes.)			No. of months taught by each qualified teacher.		Total wages of each teacher for the year.		STUDIES PURSUED. (Indicate the studies by placing a * against each that is taught.)	TEXT BOOKS USED. (Give names of authors.)
Mrs Mary Hill			8		280		Algebra, - - - - -	Millers
							Arithmetic, - - - - -	Ballou
							Civil Government, - - - - -	National Advance
							Geography, - - - - -	Read & Kellogg
							Grammar - - - - -	Ballou
							Orthography, - - - - -	Murphy
							Penmanship, - - - - -	Overman
							Physiology, - - - - -	Bascom
							Reading, - - - - -	Moulganey
							U. S. History, - - - - -	
							Agriculture, - - - - -	
							Domestic Science, - - - - -	
							Domestic Art, - - - - -	
							Music and Drawing, - - - - -	
TOTAL,			8		280			

22. Has the district a dictionary? Yes Has it a globe? Yes Has it maps? Yes  
Has it other supplies required by law? Yes
23. Is a schoolhouse to be built during ensuing year? No
24. Cost of same 0
25. No. graduated from eighth grade during year 1
26. Studies above eighth grade pursued in school:
27. No. pupils pursuing the same 5
28. Amount of treasurer's bond, Extends from 1911 to 1914, \$ 500.00  
(Good for one term of office.)

FINANCIAL REPORT FOR THE YEAR ENDING JULY 8, 1912.

READ THIS.—If the following report is correct, the totals of receipts and expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If money other than the funds of the district is advanced by any one in paying teacher or for other expenses, it should be included in the item "Received from Loans." It is really money borrowed, and should also be included in the "Indebtedness" (item 16 above). Do not foot up the columns alike unless they actually add up alike.

RECEIPTS.			EXPENDITURES.		
READ THIS.—Insert nothing here that has not come into the treasurer's hands; give exact amount of each fund separately and put nothing under any head save what the head indicates. Money from funds overdrawn or advanced by any person, or loaned, should be under the head "from loans." Money remaining in the hands of the township treasurer has not been "received" by the district and no account should be here taken of it; include that in "Amount due the district" (item 17 above).			READ THIS.—The amount "paid teachers" should here show what has been actually paid during the year, including all that was paid on balance due for previous year, and not what may still be due. The latter will appear in the "Indebtedness" (item 16 above) and the total wages of this year is shown in item 20 above. Include nothing in any item save what has actually been paid out, except in item 8.		
	Dollars.	Cents.		Dollars.	Cents.
1. Money on hand July 10, 1911.			1. Paid men teachers.		
primary money			2. Paid women teachers.		
general fund	201	61	3. Paid for (From building and site fund.)		
library	17	07	sites		
building and site			buildings		
Item 1 must agree with item 8 in "expenditures" of last year's report. Items 2, 3, 4, and 6 should be stated specifically.			4. Paid for library books and care of same. (From library fund.)		
2. Received from one mill tax. (If not assessed, state that fact. (Mill tax belongs to general fund.)			5. Paid for indebtedness (principal). (Do not include interest.)		
3. Received from primary school interest fund			6. Paid for tuition (See item 9, reverse side of Form 1.)		
4. Received from library fund. (Fines from county treasurer.)			general (paid only when school is not maintained)		
5. Received from tuition of non-resident pupils. (Belongs to general fund.)			eighth grade graduates		
6. Received from district taxes.			7. Paid for general purposes (From general fund.)		
general fund	150	00	This item includes transportation of pupils; insurance; indemnity bonds; furniture and apparatus; officers' salaries; interest on loans; unusual expenses, such as law suits, rent; fuel; janitor; cleaning of school house; incidentals, such as brooms, chalk, towels, soap; census; appendages, such as globe, maps, dictionary, free text books; water supply or well; record and account books; care and grading of grounds; building of fences, outhouses, repairs on school buildings; tuition, and teachers' wages when primary money has been exhausted.		
building and site fund			8. Amount on hand July 8, 1912.		
7. Received from loans.			primary money		
interest			general fund		
8. Received from all other sources. (Belongs to general fund.)			library		
dog tax			building and site		
delinquent tax			Total on hand	87	84
miscellaneous			9. Total expenditures, including amount on hand	470	84
9. Total receipts, including moneys on hand July 10, 1911.	470	84			

Names of the Officers for the ENSUING year { Director S. Morduck Postoffice Address Wesley P. 43  
Moderator L. A. Jones " " " " " 43  
Treasurer D. O. Coleman " " " " " 43

29. Is physiology and hygiene taught in your school as provided in Section 4680 of Compiled Laws? Yes
30. Does the district furnish free text-books, according to Section 4775 of Compiled Laws? No If so, please state what year it was voted to furnish them? (Do not confuse this law with the one authorizing school officers to furnish books free to poor children.)  
[Officers.—Do not sign this report unless the amount in the district treasurer's hands coincides with the amounts in 8 Expenditures.]

I HEREBY CERTIFY, That the above is a correct report, from the aforesaid District No. 6 (Mac), Township of Wesley, for the School Year next preceding the second Monday of July, 1912.

Dated July 11<sup>th</sup> 1912. (Signed) S. Morduck Director.  
(Approved) L. A. Jones Moderator.  
D. O. Coleman Treasurer.

NOTE.—The moderator and treasurer constitute an auditing committee on the director's report and must sign all reports personally.

Trustee.  
Trustee.



**BEFORE FILLING THIS BLANK STUDY THE FOLLOWING INSTRUCTIONS.**

DEPARTMENT OF PUBLIC INSTRUCTION,

Lansing, Mich., April 15, 1912.

**TO THE DIRECTOR:**

You are earnestly requested to use great care in filling correctly all the blanks in this report. Many reports heretofore have been nearly useless from their inaccuracy and incompleteness. Many districts forfeit either their primary school money or library money, or both, because of omissions or mistakes in reports. *Report fully under each heading, and report just what the heading requires.*

**"IS THE SCHOOL LEGALLY GRADED?"**

If the district is organized under the provisions of Chapter X of the General School Law it is legally graded; if it is not so organized, it is simply a primary school district.

**STATISTICAL.**

[The numbers refer to the items correspondingly numbered in the blanks.]

**Item 1.**—The number of children in the district 5 years of age and under 20 years, without regard to the number attending school. This does not include those who are 20—only those under 20. Read Section 4687 of Compiled Laws as amended in 1905, before taking the census. No children can be included in the census whose parents or guardians are not actual residents of the district. Those under 20, who are married, are to be reported wherever the husband makes his home.

**Item 2.**—Directors have sometimes added the total number of pupils attending the winter school to the total number in the summer school and reported the *sum* as the whole number of children attending school during the year. This is wrong; it is the number of *different children* who have attended school that is required. Be particular to count no pupil twice and do not include non-residents. If by any error the exact number cannot be told give an estimate.

**Item 6.**—Give exact number of days the school has been taught during the year by *qualified* teachers. If school is dismissed on a *legal holiday*, count it as a day taught. *If your district is a new one set off during the year from an old district*, give date of organization and also the number of the district, or districts, of which it was a part.

**Item 7.**—*a.* Find total number of days each pupil attended school. *b.* Add these totals and their sum will be "total days' attendance."

**Item 8.**—Divide item 7 (total days' attendance) by item 6 (number of days' school.)

**Item 9.**—Divide item 8 (average daily attendance) by average number pupils enrolled during year. (To find average number enrolled: *a.* add the enrollment for each term; *b.* divide this sum by the number of terms.)

**Items 10 and 11.**—These items are to be given only in case the district maintains a district library. Be sure that the question, "Has the district established a library by vote at district meeting," is answered. Townships and districts failing to comply with the provisions of the law relative to libraries are excluded from the apportionment of library moneys as made by the county treasurer.

**FINANCIAL.**

1. See that your finances are absolutely correct and avoid delay.
2. Study each item and include only what belongs to it.
3. Report "bonded indebtedness" where bonds have been issued. No debt not covered by bonds should be included in this item.
4. "Total indebtedness" is a written statement of debt and includes bonds, warrants, and all outstanding obligations incurred by borrowing money.
5. Do not fail to give carefully "amount due the district," that is, from township treasurer and all other sources.
6. **Both director and treasurer must keep a set of books and carefully record every item of money expended or received.**
7. Before the annual meeting the board should meet and audit these books and all vouchers and receipts, and at the same meeting prepare the annual financial report to the district and to the township clerk. Actual cash on hand and amount reported in 8 expenditures should be the same.
8. Report carefully all interest received or accrued on school funds.
9. Item 6 expenditures "paid for tuition general," refers to districts where school has not been maintained, and it has been voted to pay tuition for children in another district.

**BLANKS AND REPORTS.**

Five blanks are forwarded to each director of a school district. On the other side of this blank the director will, *before the annual meeting*, make out his annual report to the district, and keep the same, together with one copy of report on Form 2, on file with the papers of his office, after it has been read at the annual school meeting. On the back of each of the other four blanks [No. 2] will be found a blank for the census list, with affidavit attached. On the face of those the director will make an exact copy to correspond with his report on this blank (filling out the back with the census list), make affidavit to the correctness of the same before the township clerk or some other proper officer, and deliver *three copies* to the township clerk before the *first Monday in August*. The director's report to township clerk on blanks No. 2 must be made *before the first Monday in August, to entitle the district to its share of public money* [See Section 4689 of Compiled Laws.] *No report should be made on old blanks.* A full supply of blanks is sent annually to the COUNTY SCHOOL COMMISSIONER to be distributed through the township clerks to the several districts. If you need more, apply to the township clerk.

It is especially desired to have the name and postoffice address of the director for the *ensuing year*. Write plainly.

**POINTERS.**

1. There are five classes of school districts: (a) Primary, three officers; (b) Graded, five or more officers; (c) Township unit, five officers; (d) City, five or more officers; (e) Special legislative, three or more officers.
2. Each officer is entitled to a copy of latest school law. Write commissioner of schools.
3. All business that may be done by a school board must be done at a regular meeting thereof. Sec. 4671.
4. Board of education should never hire a teacher without inspecting his or her certificate. Sec. 4678.
5. Director must collect institute fee from teacher at time of hiring if not already paid. Sec. 4839.
6. Board should hold last month's salary of teacher until all reports are filed. Sec. 4678, 4680.
7. *Director should require township clerk to specify each fund as money is reported.* Sec. 4703.
8. Treasurer should not accept school money from township treasurer unless it is itemized so as to show to what fund it belongs.
9. School board must use library or fine moneys for library purposes. Sec. 4762.
10. Board of supervisors has no control over library or fine moneys, nor has township board.
11. School board only, votes money for teachers' wages, fuel, deficiencies, officers' salaries, repairs, furniture, tuition, library, transportation, appendages, fences, outbuildings. Sec. 4674.
12. The people vote money for building, sites, and tuition for eighth grade graduates in excess of \$20 per pupil. Sec. 4665 and 65 of 1909.
13. School board adopts text-books. Sec. 4689.
14. School board cannot open schoolhouse except for public meetings, *i e.*, open to everybody. Sec. 4679.
15. Every child between 7 and 16 must attend school. Act 200, 1905, amended in 1907.
16. The surplus of dog tax is distributed to school districts and belongs in general fund.
17. All moneys coming into the hands of the treasurer are "public moneys" and must be used according to law. Sec. 1197 and 1203.
18. School funds cannot be loaned.
19. If school funds are deposited in bank and draw interest, the interest belongs to the general fund of the district. Sec. 1200.
20. Treasurer must deposit funds in his name *as treasurer of district.* **He must give bonds.** Sec. 4691.
21. When a report is returned to you for correction, do not correct it in accordance with suggestions from the Department, unless the corrections indicated are true to fact.

Respectfully,

*L. L. Wright*

Superintendent of Public Instruction.



Before filling out this blank, read instructions on reverse side of Report Form No. 1.

ANNUAL STATISTICAL REPORT of the School District No. 6 Fractl of the Township of Texas Oshtemo & Almena School Areas in TexasCounty of Kalamazoo, to the Township Clerk for the Year Ending July 14, 1913.

[If the district is a fractional one, write the word "fractional" after the No. and insert the name of the township in which the school house is situated.]

IS THE DISTRICT LEGALLY GRADED ACCORDING TO SECTION 4746 OF THE COMPILED LAWS? YesHAS THE DISTRICT ESTABLISHED A LIBRARY BY A VOTE AT A DISTRICT MEETING? yes WHEN? 1870

1			2			2a		2b		3		4		5		6		7		8		9		10		11		12		13		14		15		16		17	
No. of children in district 5 years of age and under 20.			No. 5 years of age and under 20 that attended school during the year. (Omit non-residents and do not count any twice. If school was not maintained, number of pupils for whom tuition was paid by this district.)			No. of children in district enrolled in 7th grade. (Omit non-residents.)		No. of children in district enrolled in 8th grade. (Omit non-residents.)		No. children in district between 14 and 18 yrs. of age that attended school during the year.		No. of non-resident pupils.		No. of days' school during the year by qualified teachers.		Total days' attendance.		Average daily attendance.		Percentage of attendance.		No. volumes added to district library during the year.		Total No. of volumes in the district library.		No. of U. S. flags with staff.		No. of school houses.		Value of school property. If no property, fill the blank with "none."		Indebtedness of district for which bonds have been issued.		Total indebtedness for all purposes July 14, 1913.		Amount due the district in town treasurer's hands:			
Male.	Fem.	Total.	Male.	Fem.	Total.																																		
18	13	31	14	13	27	3	3	6	2	0	180	3347	18,570	4	0	60	0	1	\$15.00	\$0	\$0																		
NAME OF EACH QUALIFIED TEACHER EMPLOYED. (Do not include teachers of county normal training classes. If school was not maintained give No. months school and No. pupils for whom tuition was paid.)										No. of months taught by each qualified teacher.		Total wages of each teacher for the year.		STUDIES PURSUED. (Indicate the studies by placing a * against each that is taught.)										TEXT BOOKS USED. (Give names of authors.)															
Miss Luella Wilson										9		315		Algebra, * Wentworths New school																									
														Arithmetic, * Milnes																									
														Civil Government, * Petermans																									
														Geography, * Redway & Human																									
														Grammar, * Reed & Kellogg																									
														Orthography, * Patengels																									
														Penmanship, * Davison																									
														Physiology, * Brooks Baldwin																									
														Reading, * - Brooks Baldwin																									
														U. S. History, * Montgomery																									
														Agriculture, * Hatch & Hargrave																									
														Domestic Science, - - -																									
														Domestic Art, - - -																									
														Music and Drawing, - - -																									
TOTAL,										9		315																											
22. Has the district a dictionary? <u>no</u> Has it a globe? <u>yes</u> Has it maps? <u>yes</u>																																							
Has it other supplies required by law? <u>yes</u>																																							
23. Is a schoolhouse to be built during ensuing year? <u>no</u>																																							
24. Cost of same																																							
25. No. graduated from eighth grade during year. <u>1</u>																																							
26. Studies above eighth grade pursued in schools: <u>Algebra Physical Eng. Annals History</u>																																							
27. No. pupils pursuing the same																																							
28. No. 8th grade graduates for whom tuition was paid. <u>0</u>																																							
29. Amount of treasurer's bond. Extending from <u>1911</u> to <u>1914</u> , \$ <u>500</u>																																							

## FINANCIAL REPORT FOR THE YEAR ENDING JULY 14, 1913.

READ THIS.—If the following report is correct, the totals of receipts and expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If money other than the funds of the district is advanced by any one in paying teacher or for other expenses, it should be included in the item "Received from Loans." It is really money borrowed, and should also be included in the "Indebtedness" (item 16 above). Do not foot up the columns alike unless they actually add up alike.

RECEIPTS.		EXPENDITURES.		
	Dollars.	Cents.		
READ THIS.—Insert nothing here that has not come into the treasurer's hands; give exact amount of each fund separately and put nothing under any head save what the head indicates. Moneys from funds overdrawn or advanced by any person, or loaned, should be under the head "from loans." Money remaining in the hands of the township treasurer has not been "received" by the district and no account should be here taken of it; include that in "Amount due the district" (item 17 above).				
1. Money on hand July 8, 1912.			1. Paid men teachers.	
primary money			2. Paid women teachers.	
general fund	70	77	3. Paid for (From building and site fund.)	
library	17	07	sites	
building and site			buildings	
Item 1 must agree with item 8 in "expenditures" of last year's report. Items 2, 3, 4, and 6 should be stated specifically.			4. Paid for library books (From library fund.)	
2. Received from one mill tax.		79	06	5. Paid for indebtedness (principal) (Do not include interest.)
If not assessed, state that fact. (Mill tax belongs to general fund.)				6. Paid for tuition
3. Received from primary school interest fund.		268	20	general (paid only when school is not maintained)
4. Received from library fund.		5	04	eighth grade graduates
(Fines from county treasurer.)				7. Paid for transportation of pupils
5. Received from tuition of non-resident pupils.		149	77	Paid for general purposes (From general fund)
(Belongs to general fund.)				This item includes insurance; indemnity bonds; furniture and apparatus; officers' salaries; interest on loans; unusual expenses, such as law suits; rent; fuel; janitor; cleaning of school house; incidentals, such as brooms, chalk, towels, soap; census; appendages, such as globe, maps, dictionary, from textbooks; water supply or well; record and account books; care and grading of grounds; building of fences, outhouses, repairs on school buildings.
6. Received from district taxes.				8. Amount on hand July 14, 1913.
general fund				primary money
building and site fund				general fund
7. Received from loans				library
interest				building and site
dog tax		13	26	
8. Received from all other sources. (Belongs to general fund.)				Total on hand
delinquent tax				192
miscellaneous				16
9. Total receipts, including moneys on hand July 8, 1912.		603	17	603
				17

Names of the School Officers for the ENSUING year

Director	<u>S. Moody</u>	Postoffice Address	<u>Oshtemo 43</u>
Moderator	<u>L. Jones</u>	Postoffice Address	<u>43 11</u>
Treasurer	<u>D. O. Coleman</u>	Postoffice Address	<u>R 43 Oshtemo Mich</u>

30. Is physiology and hygiene taught in your school as provided in Section 4680 of Compiled Laws? yes31. Does the district furnish free textbooks, according to Section 4775 of Compiled Laws? no If so, please state what year it was voted to furnish them? (Do not confuse this law with the one authorizing school officers to furnish books free to poor children.)

[Officers—Do not sign this report unless the amount in the district treasurer's hands coincides with the amounts in 8 Expenditures.]

I HEREBY CERTIFY, That the above is a correct report from the aforesaid District No. \_\_\_\_\_, Township of \_\_\_\_\_

Dated July 1913 1913, for the School Year next preceding the second Monday of July, 1913.

(Signed)	<u>S. Moody</u>	Address	<u>Oshtemo</u>	R. F. D. No.	<u>43</u>
	(Director.)				
(Approved)	<u>L. Jones</u>	Address	<u>"</u>	R. F. D. No.	<u>43</u>
	(Moderator.)				
	<u>D. O. Coleman</u>	Address	<u>Oshtemo</u>	R. F. D. No.	<u>43</u>
	(Treasurer.)				
	(Trustee.)	Address		R. F. D. No.	
	(Trustee.)				

NOTE.—The moderator and treasurer constitute an auditing committee on the director's report and must sign all reports personally.







County of Salmon, to the Township Clerk for the Year Ending July 14, 1913.

[If the district is a fractional one, write the word "fractional" after the No. and insert the name of the township in which the school house is situated.]

IS THE DISTRICT LEGALLY GRADED ACCORDING TO SECTION 4746 OF THE COMPILED LAWS? yes

HAS THE DISTRICT ESTABLISHED A LIBRARY BY A VOTE AT A DISTRICT MEETING? yes WHEN? 1870

FINANCIAL REPORT FOR THE YEAR ENDING JULY 14, 1913.

RECEIPTS.

EXPENDITURES.

*Names of the Officers for the ENSUING year*

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furnish them.....(Do not confuse this law with the one authorizing school officers to furnish books free to poor children.)

[Officers:—Do not sign this report unless the amount in the district treasurer's hands coincides with the amounts in 8 Expenditures.]

I HEREBY CERTIFY, That the above is a correct report, from the aforesaid District No. ....

Le Las, for the School Year next preceding the second Monday of July, 1913.

Dated July 19<sup>th</sup> 1913.

(Signed) J. M. Ordick Director.

*Alfonso* Moderator.

(Approved) } *D. O. Coleman* Treasurer

NOTE.—The moderator and treasurer constitute an auditing committee on the director's report and must sign all reports personally.

*Trustee.*

Trustee.



**BEFORE FILLING THIS BLANK STUDY THE FOLLOWING INSTRUCTIONS.**

DEPARTMENT OF PUBLIC INSTRUCTION,

Lansing, Mich., April 15, 1913.

**TO THE DIRECTOR:**

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**"IS THE SCHOOL LEGALLY GRADED?"**

If the district is organized under the provisions of Chapter X of the General School Law it is legally graded; if it is not so organized, it is simply a primary school district.

**STATISTICAL.**

[The numbers refer to the items correspondingly numbered in the blanks.

**Item 1.**—The number of children in the district 5 years of age and under 20 years, without regard to the number attending school. This does not include those who are 20—only those under 20. Read Section 4687 of Compiled Laws as amended in 1905, before taking the census. No children can be included in the census whose parents or guardians are not actual residents of the district. Those under 20, who are married, are to be reported wherever the husband makes his home.

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**Item 6.**—Give exact number of days the school has been taught during the year by *qualified* teachers. If school is dismissed on a *legal holiday*, count it as a day taught. If your district is a new one set off during the year from an old district, give date of organization and also the number of the district, or districts, of which it was a part.

**Item 7.**—*a.* Find total number of days each pupil attended school. *b.* Add these totals and their sum will be "total days' attendance."

**Item 8.**—Divide item 7 (total days' attendance) by item 6 (number of days' school.)

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**Items 10 and 11.**—These items are to be given only in case the district maintains a district library. Be sure that the question, "Has the district established a library by vote at district meeting," is answered. Townships and districts failing to comply with the provisions of the law relative to libraries are excluded from the apportionment of library moneys as made by the county treasurer.

**FINANCIAL.**

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8. Report carefully all interest received or accrued on school funds.
9. Item 6 expenditures "paid for tuition general," refers to districts where school has not been maintained, and it has been voted to pay tuition for children in another district.

**BLANKS AND REPORTS.**

Five blanks are forwarded to each director of a school district. On the other side of this blank the director will, *before the annual meeting*, make out his annual report to the district, and keep the same, together with one copy of report on Form 2, on file with the papers of his office, after it has been read at the annual school meeting. On the back of each of the other four blanks [No. 2] will be found a blank for the census list, with affidavit attached. On the face of those the director will make an exact copy to correspond with his report on this blank (filling out the back with the census list), make affidavit to the correctness of the same before the township clerk or some other proper officer, and deliver three copies to the township clerk before the *first Monday in August*. The director's report to township clerk on blanks No. 2 must be made *before the first Monday in August, to entitle the district to its share of public money* [See Section 4689 of Compiled Laws.] *No report should be made on old blanks.* A full supply of blanks is sent annually to the COUNTY SCHOOL COMMISSIONER to be distributed through the township clerks to the several districts. If you need more, apply to the township clerk.

It is especially desired to have the name and postoffice address of the officers for the *ensuing year*. Write plainly.

**POINTERS.**

1. There are five classes of school districts: (a) Primary, three officers; (b) Graded, five or more officers; (c) Township unit, five officers; (d) City, five or more officers; (e) Special legislative, three or more officers.
2. Each officer is entitled to a copy of latest school law. Write commissioner of schools.
3. All business that may be done by a school board must be done at a regular meeting thereof. Sec. 4671.
4. Board of education should never hire a teacher without inspecting his or her certificate. Sec. 4678.
5. Director must collect institute fee from teacher at time of hiring if not already paid. Sec. 4839.
6. Board should hold last month's salary of teacher until all reports are filed. Sec. 4678, 4680.
7. *Director should require township clerk to specify each fund as money is reported.* Sec. 4703.
8. Treasurer should not accept school money from township treasurer unless it is itemized so as to show to what fund it belongs.
9. School board must use library (penal fine moneys) money for library purposes only. Sec. 4762.
10. Board of supervisors has no control over library or fine moneys, nor has township board.
11. School board, only, votes money for teachers' wages, fuel, deficiencies, officers' salaries, repairs, furniture, tuition, library, transportation, appendages, fences, outbuildings. Sec. 4674.
12. The people vote money for building, sites, and tuition for eighth grade graduates in excess of \$20 per pupil. Sec. 4665 and 65 of 1909.
13. School board adopts textbooks. Sec. 4680.
14. School board cannot open schoolhouse except for public meetings, *i. e.*, open to everybody. Sec. 4679.
15. Every child between 7 and 16 must attend school. Act 200, 1905, amended in 1907.
16. The surplus of dog tax is distributed to school districts and belongs in general fund.
17. All moneys coming into the hands of the treasurer are "public moneys" and must be used according to law. Sec. 1197 and 1203.
18. School funds cannot be loaned.
19. If school funds are deposited in bank and draw interest, the interest belongs to the general fund of the district. Sec. 1200.
20. Treasurer must deposit funds in his name *as treasurer of district.* **He must give bonds.** Sec. 4691.
21. When a report is returned to you for correction, do not correct it in accordance with suggestions from the Department, unless the corrections indicated are true to fact.

Respectfully,

*L. L. Knight*

Superintendent of Public Instruction.



ANNUAL STATISTICAL REPORT of the School District No. 64th of the Township of Texas

County of Kalamazoo, to the Township Clerk for the Year Ending July 12, 1915.

[If the district is a fractional one, write the word "fractional" after the No. and insert the name of the township in which the schoolhouse is situated.]

IS THE DISTRICT LEGALLY GRADED ACCORDING TO SECTION 4746 OF THE COMPILED LAWS? yes

HAS THE DISTRICT ESTABLISHED A LIBRARY BY A VOTE AT A DISTRICT MEETING? yes WHEN? 1870

1	2	2a	2b	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17					
No. of children in 5 years of age and under 20.	No. 5 years of age and under 20 that attended school during the year. (Omit non-residents and do not count any twice. If school was not maintained, give the enrollment of pupils for whom tuition was paid by this district.)			No. of children in district enrolled in 7th grade. (Omit non-residents.)	No. of children in district enrolled in 8th grade. (Omit non-residents.)	No. of children between 14 and 18 yrs. of age that attended school during the year.	Average No. pupils enrolled during the year.	No. of non-resident pupils.	No. of days school was in session during the year by qualified teachers.	Total days' attendance.	Average daily attendance.	Percentage of attendance.	No. volumes added to district library during the year.	Total No. of volumes in the district library.	No. of U. S. flags with staff.	No. of school houses.	Value of school property. If no property, fill the blank with "none."	Indebtedness of district for which bonds have been issued.	Total indebtedness for all purposes July 12, 1915.	Amount due the district in town treasurer's hands, July 12, 1915.			
	m.	Total.	Male.	Fem.	Total.															Primary \$.			
	35	14	14	28	3	2	5	28	0	180	3427	19.7	77	40	80	1	1	\$15.00	\$0	\$20.00	Mill tax \$.		
																				Voted "			
																				Library \$.			
																				Total \$.			
NAME OF EACH QUALIFIED TEACHER EMPLOYED. Teachers of county normal training classes. If school was not maintained No. months school and No. pupils for whom tuition was paid.)										No. of months taught by each qualified teacher.		Total wages of each teacher for the year.		STUDIES PURSUED. (Indicate the studies by placing a * against each that is taught.)								TEXTBOOKS USED. (Give names of authors.)	
										9	DOLLARS. CENTS.												
											360	00											
Algebra, - - - - -												Arithmetic, - - - - -											
Civil Government, - - - - -												Geography, - - - - -											
Grammar, - - - - -												Orthography, - - - - -											
Penmanship, - - - - -												Physiology, - - - - -											
Reading, - - - - -												U. S. History, - - - - -											
Agriculture, - - - - -												Domestic Science, - - - - -											
Domestic Art, - - - - -												Music and Drawing, - - - - -											
TOTAL, - - - - -										9 360 00													
Has the district a dictionary? <u>yes</u> Has it a globe? <u>yes</u> Has it maps? <u>yes</u>																							
Has it other supplies required by law? <u>yes</u>																							
23. Is a schoolhouse to be built during ensuing year? <u>no</u>																							
24. Cost of same.																							
25. No. graduated from eighth grade during year. <u>3</u>																							
26. No. graduated from eighth grade during year, that entered High School <u>3</u>																							
												27. Studies above eighth grade pursued in school: <u>0</u>											
												28. No. pupils pursuing the same. <u>0</u>											
												29. No. 8th grade graduates for whom tuition was paid. <u>1</u>											
												30. Amount of treasurer's bond. Extends from <u>1914</u> to <u>1917</u> , \$ <u>37.00</u> . (Good for one term of office.)											

FINANCIAL REPORT FOR THE YEAR ENDING JULY 12, 1915.

READ THIS.—If the following report is correct, the totals of receipts and expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If money other than the funds of the district is advanced by any one in paying teacher or for other expenses, it should be included in the item 7 receipts "Received from Loans." It is really money borrowed, and should also be included in the "Indebtedness" (item 16 above). Do not include bills unpaid at close of year, in Item 16. Do not foot up the columns alike unless they actually add up alike.

RECEIPTS.		EXPENDITURES.	
READ THIS.—Insert nothing here that has not come into the treasurer's hands; give exact amount of each fund separately and put nothing under any head save what the head indicates. Money advanced by any person, or loaned, or an overdraft at the bank, should be placed under head "from loans," 7 receipts. Money remaining in the hands of the township treasurer has not been "received" by the district and no account should be here taken of it; include that in "Amount due the district" (item 17 above).		READ THIS.—Items 1 and 2 expenditures should show the total amount paid teachers during the year, including all that was paid on balance due for previous year. Do not include what may still be due. The total wages of the year is shown in item 20 above. Do not include any part of teachers' wages in item 7 expenditures. Include nothing in items 1-7 except what has actually been paid out.	
Dollars. Cents.		Dollars. Cents.	
1. Money on hand July 13, 1914.		1. Paid men teachers.	
{ primary money			
{ general fund		2. Paid women teachers.	
{ library		3. Paid for (From building and site fund.)	
{ building and site		{ sites.	
Item 1 must agree with item 8 in "expenditures" of last year's report, unless error was made last year. In such case, state item and amount involved. Items 2, 3, 4, and 6 should be stated specifically.		{ buildings.	
received from one mill tax.		4. Paid for library books (From library fund.)	
If not assessed, state that fact. (Mill tax belongs to general fund.)		5. Paid for indebtedness (principal) (Do not include interest.)	
received from primary school interest fund		6. Paid for tuition (See item 9, reverse side of Form 1.)	
received from library fund.		{ general tuition.	
(Fines from county treasurer.)		{ eighth grade tuition.	
received from tuition of non-resident pupils (belongs to general fund.)		7. Paid for transportation of pupils.	
{ for general fund.		{ Paid for general purposes (From general fund)	
{ for building and site fund.		This item includes insurance; indemnity bonds; furniture and apparatus; officers' salaries; interest on loans; unusual expenses, such as law suits; rent; fuel; janitor; cleaning of schoolhouse; incidentals, such as brooms, chalk, towels, soap; census; appendages, such as globe, maps, dictionary, free textbooks; bookcase, care of library; water supply or well; record and account books; care and grading of grounds; building of fences, outhouses, repairs on school buildings.	
received from district taxes.		8. Amount on hand July 12, 1915.	
{ interest.		{ Primary money	
{ dog tax.		{ general fund	
{ miscellaneous.		{ library	
received from loans.		{ building and site	
{ interest.		Total on hand.	
{ dog tax.		146 34	
{ miscellaneous.		61 86 9	
received from other sources.		9. Total expenditures, including amount on hand	
{ general fund.			
{ miscellaneous.			
received from moneys on hand July 13, 1914.			

the Officers for the ENSUING year { Director S. Moordyk Postoffice Address Oakton  
Moderator L. A. Jones " " " "  
Treasurer W. R. Rix " " " "

30. Is physiology and hygiene taught in your school as provided in Section 4680 of Compiled Laws? yes  
31. Does the district furnish free textbooks, according to Section 4775 of Compiled Laws? no If so, please state what year it was voted to furnish them. (Do not confuse this law with the one authorizing school officers to furnish books free to poor children.)

[Officers:—Do not sign this report unless the amount in the district treasurer's hands coincides with the amounts in 8 Expenditures.]  
I HEREBY CERTIFY, That the above is a correct report, from the aforesaid District No. 64th, Township of Texas, for the School Year next preceding the second Monday of July, 1915.  
Dated July 17th 1915.

NOTE.—The moderator and treasurer constitute an auditing committee on the director's report and must sign all reports personally.

(Signed) S. Moordyk Director.  
(Approved) { L. A. Jones Moderator.  
W. R. Rix Treasurer.  
Trustee.  
Trustee.



**BEFORE FILLING THIS BLANK STUDY THE FOLLOWING INSTRUCTIONS.**

**DEPARTMENT OF PUBLIC INSTRUCTION,**

Lansing, Mich., April 15, 1915.

**TO THE DIRECTOR:**

You are earnestly requested to use great care in filling correctly all the blanks in this report. Many reports heretofore have been nearly useless from their inaccuracy and completeness. Many districts forfeit either their primary school money or library money, or both, because of omissions or mistakes in reports. *Report fully under each heading, report just what the heading requires.*

**IS THE SCHOOL LEGALLY GRADED?**

If the district is organized under the provisions of Chapter X of the General School Law it is legally graded; if it is not so organized, it is simply a primary school district.

**IS THE LIBRARY LEGALLY ESTABLISHED?**

If the district voted to establish a library answer "Yes" and give date. The library apportionment to your district depends on this.

**STATISTICAL.**

[The numbers refer to the items correspondingly numbered in the blanks.]

**Item 1.**—The number of children in the district 5 years of age and under 20 years, without regard to the number attending school. This does not include those who are 20 or those under 20. Read Section 4687 of Compiled Laws as amended in 1911, before taking the census. No children can be included in the census whose parents or guardians are actual residents of the district. Those under 20, who are married, are to be reported wherever the husband makes his home.

**Item 2.**—Directors have sometimes added the total number of pupils attending the winter school to the total number in the summer school and reported the *sum* as the *number of children attending school* during the year. This is wrong; it is the number of *different children* who have attended school that is required. Be particular to count no one twice and do not include non-residents. If by any error the exact number cannot be told give an estimate. If school was not maintained, include those for whom tuition was paid district.

**Item 3.**—To find average number enrolled: *a*, add the enrollment for each term; *b*, divide this sum by the number of terms.

**Item 6.**—Give exact number of days the school has been in session during the year by *qualified* teachers. If school was dismissed on a *legal holiday*, or on account of contagious diseases, deduct this number from the whole number of days in your school year. If *your district is a new one set off during the year from an old district*, give date of organization and also the number of the district, or districts, of which it was a part.

**Item 7.**—*a*. Find total number of days each pupil attended school. *b*. Add these totals and their sum will be "total days' attendance."

**Item 8.**—Divide item 7 (total days' attendance) by item 6 (number of days' school).

**Item 9.**—Divide item 8 (average daily attendance) by Item 3 average number pupils enrolled during year.

**Items 10 and 11.**—These items are to be given only in case the district *maintains a district library*. Be sure that the question, "Has the district established a library by vote at district meeting," is answered. Townships and districts failing to comply with the provisions of the law relative to libraries are excluded from the apportionment of library moneys as made by the county treasurer.

**FINANCIAL.**

1. See that your finances are absolutely correct and avoid delay.
2. Study each item and include only what belongs to it.
3. Report "bonded indebtedness" where *bonds* have been issued. No debt not covered by bonds should be included in this item.
4. "Total indebtedness" is a written statement of debt and includes total indebtedness (Item 16) of preceding year, plus 7 receipts, less 5 expenditures.
5. Do not fail to give carefully "*amount due the district*," that is, from township treasurer.
6. **Both director and treasurer must keep a set of books and carefully record every item of money expended or received.**
7. Before the annual meeting the board should meet and audit these books and all vouchers and receipts, and at the same meeting prepare the annual financial report to the district and to the township clerk. Actual cash on hand and amount reported in 8 expenditures should be the same.
8. Report carefully all interest received or accrued on school funds.
9. Item 6 expenditures "paid for tuition, general," refers to districts where school has not been maintained, and to districts that pay tuition for children who live too far from schoolhouse in their own district. In the latter case, tuition is paid from general fund.

**BLANKS AND REPORTS.**

Five blanks are forwarded to each director of a school district. On the other side of this blank the director will, *before the annual meeting*, make out his annual report to the district, and keep the same, together with one copy of report on Form 2, on file with the papers in his office, after it has been read at the annual school meeting. On the back of each of the other four blanks [No. 2] will be found a blank for the census list, with affidavit attached. On the face of those the director will make an exact copy to correspond with his report on this blank (filling out the back with census list), make affidavit to the correctness of the same before the township clerk or some other proper officer, and deliver *three copies* to the township clerk before the *first Monday in August*. The director's report to township clerk on blanks No. 2 must be made *before the first Monday in August, to entitle the district to its share of public money* [See Section 4689 of Compiled Laws.] *No report should be made on old blanks*. A full supply of blanks is sent annually to the COUNTY SCHOOL COMMISSIONER to be distributed through the township clerks to the several districts. If you need more, apply to the township clerk.

It is especially desired to have the name and postoffice address of the officers for the *ensuing year*. Write plainly.

**POINTERS.**

1. There are five classes of school districts: (a) Primary, three officers; (b) Graded, five officers; (c) Township unit, five officers; (d) City, five or more officers; (e) Special legislative, three or more officers.
2. Each officer is entitled to a copy of the latest school law. Write commissioner of schools.
3. All business that may be done by a school board must be done at a regular meeting thereof. Sec. 4671.
4. Board of education should never hire a teacher without inspecting his or her certificate. Sec. 4678.
5. Director must collect institute fee from teacher at time of hiring if not already paid. Sec. 4839.
6. Board should hold last month's salary of teacher until all reports are filed. Sec. 4678, 4680.
7. *Director should require township clerk to specify each fund as money is reported.* Sec. 4703.
8. Treasurer should not accept school money from township treasurer unless it is itemized so as to show to what fund it belongs.
9. School board must use library (penal fine moneys) money for library purposes only. Sec. 4762.
10. Board of supervisors has no control over library or fine moneys, nor has township board.
11. School board, only, votes money for teachers' wages, fuel, deficiencies, officers' salaries in districts having 100 or more children, repairs, furniture, tuition, transportation, appendages, fences, outbuildings. Sec. 4674.
12. The people vote money for building, sites, library, officers' salaries in districts having less than 100 children, and tuition for eighth grade graduates in excess of \$20 per pupil. Sec. 4665, 4674 and Act No. 65 of 1909.
13. School board adopts textbooks. Sec. 4680.
14. School board cannot open schoolhouse except for public meetings, *i. e.*, open to everybody. Sec. 4679.
15. Every child between 7 and 16 must attend school. Act 200, 1905, as amended.
16. The surplus of dog tax is distributed to school districts and belongs in general fund.
17. All moneys coming into the hands of the treasurer are "public moneys" and must be used according to law. Sec. 1197 and 1203.
18. School funds cannot be loaned. Money in one fund cannot be "loaned" to another, *i. e.* library or primary money to general fund.
19. If school funds are deposited in bank and draw interest, the interest belongs to the general fund of the district. Sec. 4691.
20. Treasurer must deposit funds in his name *as treasurer of district*. **He must give bonds.** Sec. 4691.
21. When a report is returned to you for correction, do not correct it in accordance with suggestions from the Department, unless the corrections indicated are true to fact. Write your explanation of error, if such has been made in previous years, to your Commissioner or the Department.

Respectfully,

*Fred L. Keeler*

Superintendent of Public Instruction.



County of Kalamazoo, to the Township Clerk for the Year Ending July 9, 1917.

[If the district is a fractional one, write the word "fractional" after the No. and insert the name of the township in which the schoolhouse is situated.]

IS THE DISTRICT LEGALLY GRADED ACCORDING TO SECTION 4746 OF THE COMPILED LAWS?.....

HAS THE DISTRICT ESTABLISHED A LIBRARY BY A VOTE AT A DISTRICT MEETING? Yes WHEN 1890  
(This information is necessary for apportionment of library money.)

22. Has the district a dictionary? yes Has it a globe? yes Has it maps? yes  
Has it other supplies required by law? yes

23. Is your school a Standard School?..... Has Standard School Plate been awarded?.....

24. Is a schoolhouse to be built during ensuing year? no

25. Cost of same.....

26. No. of grades in school 8

27. No. graduated from eighth grade during year 1

## FINANCIAL REPORT FOR THE YEAR ENDING JULY 9, 1917.

**READ THIS.**—If the following report is correct, the totals of receipts and expenditures will balance. Care should be taken to enter each item under its proper heading, and to enter no amount twice. If money other than the funds of the district is advanced by any one in paying teacher or for other expenses, it should be included in the item 6 receipts "Received from Loans." It is really money borrowed, and should also be included in the "Indebtedness (item 16 above). Do not include bills unpaid at close of year in item 16. Do not foot up the columns alike unless they actually add up alike.

	Dollars.	Cents.
<p>READ THIS—<del>Do not</del> Insert nothing here into the treasurer's hands; give exact amount of each fund separately and put nothing under any head save what the head indicates. Money advanced by any person, or loaned, or an overdraft at the bank, should be placed under head "from loans," 6 receipts. Money remaining in the hands of the township treasurer has not been "received" by the district and no account should be here taken of it; include that in "Amount due the district" (item 17 above.)</p>		
1. Money on hand July 10, 1916.	primary money.....	135 58
	general fund.....	9 28
	library.....	
	building and site.....	
<p>Item 1 must agree with item 8 in "expenditures" of last year's report, unless error was made last year. In such case, state item and amount in which error was made in previous year's report. Items 2, 3, 4, and 5 should be stated specifically.</p>		
2. Received from primary school interest fund.....		269 50
3. Received from library fund..... (Fines from county treasurer.)		7 00
4. Received from tuition of nonresident pupils..... (Belongs to general fund.)		
5. Received from district taxes.	for general fund.....	339 35
	for building and site fund.....	
6. Received from loans.....		
	interest.....	
7. Received from all other sources. (Belongs to general fund.)	dog tax.....	27 00
	miscellaneous.....	
8. Total receipts, including moneys on hand July 10, 1916.....		788 01

*Names of the Officers for the ENSUING year*

33. Is physiology and hygiene taught in your school as provided in Section 4680 of Compiled Laws? yes

34. Does the district furnish free textbooks, according to Section 4775 of Compiled Laws? Yes

furnish them.....(Do not confuse this law with the one authorizing school officers to furnish books free to poor children.)

[Officers:—Do not sign this report unless the amount in the district treasurer's hands coincides with the amounts as given in 8 Expenditures.]

**I HEREBY CERTIFY,** That the above is a correct report, from the aforesaid District No. 6 *Amc*

Dated July Twelve 1917.

(Signed) J. Molochyk Director.

(Approved) \_\_\_\_\_ Moderator.

NOTE—The moderator and treasurer constitute an auditing committee on the director's report and must sign all reports personally.

Trustee.

Trustee.



## BEFORE FILLING THIS BLANK STUDY THE FOLLOWING INSTRUCTIONS.

DEPARTMENT OF PUBLIC INSTRUCTION,

Lansing, Mich., April 16, 1917.

## TO THE DIRECTOR:

You are earnestly requested to use great care in filling correctly all the blanks in this report. Many reports heretofore have been nearly useless from their inaccuracy and incompleteness. Many districts forfeit either their primary school money or library money, or both, because of omissions or mistakes in reports. *Report fully under each heading, and report just what the heading requires.*

## IS THE SCHOOL LEGALLY GRADED?

If the district is organized under the provisions of Chapter X of the General School Law it is legally graded; if it is not so organized, it is simply a primary school district.

## IS THE LIBRARY LEGALLY ESTABLISHED?

If the district voted to establish a library answer "Yes" and give date. The library apportionment to your district depends on this.

## IS YOUR SCHOOL A STANDARD SCHOOL?

Do not answer this question "Yes" unless building has been approved by our Department Inspector and Standard School Plate affixed to building.

## STATISTICAL.

[The numbers refer to the items correspondingly numbered in the blanks.]

**Item 1.**—This means the number of children in the district 5 years of age and under 20 years, without regard to the number attending school. This does not include those who are 20—only those under 20. Read Section 4687 of Compiled Laws as amended in 1911, before taking the census. No children can be included in the census whose parents or guardians are not actual residents of the district. Those under 20, who are married, are to be reported wherever the husband makes his home. Children having no parents or legal guardians, may be placed on the census as waifs, *but explanation must be made after names, as to why they are waifs.* Be sure that item 1 agrees with number of names on census. *This is important.*

**Item 2.**—Directors have sometimes added the total number of pupils attending the winter school to the total number in the summer school and reported the *sum* as the whole number of children attending school during the year. This is wrong; it is the number of *different children* who have attended school that is required. Be particular to count no pupil twice and do not include nonresidents. If by any error the exact number cannot be told give an estimate. If school was not maintained, include those for whom tuition was paid by district.

**Item 3.**—To find average number enrolled: add the average enrollment for each month and divide by the number of months in the school year. (Get these items from the teacher's record book.)

**Item 6.**—Give exact number of days the school has been in session during the year by *qualified* teachers. If school was dismissed on account of contagious diseases, deduct this number from the whole number of days in your school year.

**Item 7.**—*a.* Find total number of days each pupil attended school. *b.* Add these totals and their sum will be "total days' attendance." The following should be construed to terminate membership in school: 1. Death. 2. Withdrawal on notice. 3. Suspension or expulsion. 4. Transfers to other schools or departments in the same system.

**Item 8.**—Divide item 7 (total days' attendance) by item 6 (number of days' school). The result will be "average daily attendance."

**Item 9.**—Divide item 8 (average daily attendance) by item 3 (average number pupils enrolled during year.)

**Items 10 and 11.**—These items are to be given only in case the district *maintains a district library.* Be sure that the question, "Has the district established a library by vote at district meeting," is answered. Townships and districts failing to comply with the provisions of the law relative to libraries are excluded from the apportionment of library moneys as made by the county treasurer.

If your district is a new one, organized during the year from an old district, give date of organization, and number of district, or districts, of which it was a part.

## FINANCIAL.

1. See that your finances are absolutely correct and thus avoid delay.
2. Study each item and include only what belongs to it.
3. Report "bonded indebtedness" where *bon* have been included. No debt not covered by bonds should be included in this item.
4. "Total indebtedness" is a written statement of debt and includes total indebtedness (item 16) of preceding year, plus 6 receipts, less 5 expenditures. Do not include unpaid bills.
5. Do not fail to give carefully "amount due the district," that is, from township treasurer.
6. **Both director and treasurer must keep a set of books and carefully record every item of money expended or received.**
7. Before the annual meeting the board should meet and audit these books and all vouchers and receipts, and at the same meeting prepare the annual financial report to the district and to the township clerk. Actual cash on hand and amount reported in 8 expenditures should be the same.
8. Report carefully all interest received or accrued on school funds.
9. Item 6 expenditures "paid for tuition, general," refers to districts where school has not been maintained, and to districts that pay tuition for children who live too far from schoolhouse in their own district. In the latter case, tuition is paid from general fund. Do not confuse this with tuition paid for 8th grade graduates.

## BLANKS AND REPORTS.

Five blanks are forwarded to each director of a school district. On the other side of this blank the director will, *before the annual meeting, make out his annual report to the district, and keep the same, together with one copy of report on Form 2, on file with the papers in his office, after it has been read at the annual school meeting.* On the back of each of the other four blanks [No. 2] will be found a blank for the census list, with affidavit attached. (Extra census blanks, Form 2a, are furnished for districts having more than 100 names on the census list.) On the face of No. 2 the director will make an exact copy to correspond with his report on this blank (filling out the back with census list), make affidavit to the correctness of the same before the township clerk or some other proper officer, and deliver *three copies* to the township clerk before the *first Monday in August.* The director's report to township clerk on blanks No. 2 must be made *before the first Monday in August, to entitle the district to its share of public money* [See Section 4639 of Compiled Laws.] *No report should be made on old blanks.* A full supply of blanks is sent annually to the COUNTY SCHOOL COMMISSIONER to be distributed through the township clerks to the several districts. If you need more, apply to the township clerk.

Census enumerators must take census by a house to house canvass and make affidavit to that effect. A census taken in any other way is invalidated and district will lose its share of the primary apportionment.

It is especially desired to have the name and postoffice address of the officers for the *ensuing year.* Write plainly.

## POINTERS.

1. There are five classes of school districts: (a) Primary, three officers; (b) Graded, five officers; (c) Township unit, five officers; (d) City, five or more officers; (e) Special legislative, three or more officers.
2. Each officer is entitled to a copy of the latest school law. Write commissioner of schools.
3. All business that may be done by a school board must be done at a regular meeting thereof. Sec. 4671.
4. Board of education should never hire a teacher without inspecting his or her certificate. Sec. 4678.
5. Director must collect institute fee from teacher at time of hiring if not already paid. Sec. 4839.
6. Board should hold last month's salary of teacher until all reports are filed. Sec. 4678, 4680.
7. Director should require township clerk to specify each fund as money is reported. Sec. 4703.
8. Treasurer should not accept school money from township treasurer unless it is itemized so as to show to what fund it belongs.
9. School board must use library money (penal fine moneys) for library purposes only. Sec. 4762.
10. Board of supervisors has no control over library or fine moneys, nor has township board.
11. School board only, votes money for teachers' wages, fuel, deficiencies, officers' salaries in districts having 100 or more children, with exception of graded school districts, Sec. 122, 4th part, General School Laws; repairs, furniture, tuition, transportation, appendages, fences, outbuildings. Sec. 4674.
12. The people vote money for building, sites, library, officers' salaries in districts having less than 100 children, and tuition for eighth grade graduates in excess of \$20 per pupil. Sec. 4665, 4674 and Act No. 65 of 1909.
13. School board adopts textbooks. Sec. 4680.
14. School board cannot open schoolhouse except for public meetings, *i. e.*, open to everybody. Sec. 4679.
15. Every child between 7 and 16 must attend school, except in such cases as specified by law. Sec. 285, General School Laws. Act 200, 1905, as amended.
16. The surplus of dog tax is distributed to school districts according to the number of children therein of school age, and belongs in general fund.
17. All moneys coming into the hands of the treasurer are "public moneys" and must be used according to law. Sec. 1197 and 1203.
18. School funds cannot be loaned. Money in one fund cannot be "loaned" to another, *i. e.*, library or primary money to general fund.
19. If school funds are deposited in bank and draw interest, the interest belongs to the general fund of the district. Sec. 4691.
20. Treasurer must deposit funds in his name as *treasurer of district.* He must give bonds. Sec. 4691.
21. When a report is returned to you for correction, do not correct it in accordance with suggestions from the Department, unless the corrections indicated are true to fact. Write your explanation of error, if such has been made in previous years, to your Commissioner or the Department.

Respectfully,



Superintendent of Public Instruction.



SCHOOL CENSUS of district No. 6 West, of the township of Town Ashmun & Shuman

County of Kalamazoo, State of Michigan, for the school year ending July 9, 1917, as taken by Mrs. E. R. Jones

in a house to house canvass, during the last fifteen days next preceding June 1.

STATE OF MICHIGAN,  
County of Kalamazoo ss.

Mrs. E. R. Jones above named being duly sworn, says that the following is a correct list, as taken by her of the names and ages of all children belonging to District No. 6 West aforesaid, five years of age and under twenty years, together with the name and address of parent or guardian, and that said census was taken in a house to house canvass during the fifteen days prior to June 1, 1917.

Subscribed and sworn to this 20th day of June, 1917.

(Signed) Mrs. E. R. Jones

Before me L. J. Gentry

Justice of the Peace  
My commission expires July 4, 1918

(The census list must be sworn to, to entitle the district to public money.)

READ THESE NOTES.

1. If the district is fractional, write the names of the children in each township separately under the name of the township, beginning with that township in which the schoolhouse or site is situated. A separate statement must be made to the clerks of the several townships in which the district is in part situated, giving the number of children five years of age and under twenty years residing in that part of the district lying within their respective townships. If possible make your list alphabetical.
2. If there is not space on this page sufficient to contain the names of all the children in the district, write the remainder upon the blanks 2a, provided for this purpose. If these blanks have not been furnished you, apply to your commissioner.
3. The ages of the children must be given as they are on June 1, 1917. If a child removes from the district during the fifteen days preceding June 1, he should be enrolled in the district in which he is resident June 1, 1917.
4. Place opposite the names of pupils enrolled in the 7th or 8th grade, in the column provided, the number of the grade in which they have been enrolled during the year ending July 9, 1917. The total must agree with items 2a and 2b front of blank.

NAME OF CHILD.	Age.	*Date of birth of those 5 and 19. Mo. Day. Yr.	FULL NAME OF PARENT OR LEGAL GUARDIAN. If surname is different from that of child, explain relationship.	ADDRESS.	7th or 8th grade (indicate by number.)	NAME OF CHILD.	Age.	*Date of birth of those 5 and 19. Mo. Day. Yr.	FULL NAME OF PARENT OR LEGAL GUARDIAN. If surname is different from that of child, explain relationship.	ADDRESS.	7th or 8th grade (indicate by number.)
1 <u>Texas</u>						51					
2 <u>Larry Jones</u>	18	9-13-98	E. R. Jones	<u>Ashmun</u>		52					
3 <u>Marta</u>	12	7-8-04	"	"		53					
4 <u>Carl Petterson</u>	19	7-7-97	C. Petterson	"		54					
5 <u>Edward</u>	17	12-12-99	"	"		55					
6 <u>Gladis</u>	12	10-14-04	"	"		56					
7 <u>Friedrich Hayes</u>	5	12-2-11	Albert Hayes	"		57					
8						58					
9						59					
10 <u>Ashmun</u>						60					
11						61					
12 <u>Elvie Branch</u>	17	10-28-99	J. Branch	"		62					
13 <u>Helen Moerdyk</u>	14	11-1-02	S. Moerdyk	"		63					
14 <u>Daniel</u>	12	2-21-00	"	"		64					
15 <u>Annabell Jarrell</u>	18	9-25-98	J. Jarrell	"		65					
16 <u>John</u>	17	11-28-99	"	"		66					
17 <u>Wm</u>	16	3-15-00	"	"		67					
18 <u>Norma</u>	12	9-4-08	"	"		68					
19 <u>Cornac</u>	9	4-7-08	"	"		69					
20 <u>Ermond</u>	7	6-21-09	"	"		70					
21 <u>Ma Joe</u>	8	3-19-11	"	"		71					
22 <u>Helen Rix</u>	11	7-7-05	M. L. Rix	"		72					
23 <u>Elmer</u>	10	4-8-07	"	"		73					
24 <u>Violet King</u>	13	7-26-01	C. King	"		74					
25 <u>Glenon</u>	13	1-27-08	"	"		75					
26 <u>Archib McCallum</u>	19	1-13-95	A. A. McCallum	"		76					
27 <u>Roderic</u>	12	2-20-00	"	"		77					
28 <u>Lucile</u>	10	1-6-02	"	"		78					
29 <u>Stanby</u>	11	11-30-05	"	"		79					
30 <u>Mary Van Antwerp</u>	6	6-18-10	Mable Branch	"		80					
31 <u>Dotter Wright</u>	12	2-24-05	J. Wright	<u>Mattawan</u>		81					
32 <u>Dena</u>	10	5-27-07	"	"		82					
33 <u>Laura</u>	7	3-13-10	"	"		83					
34 <u>Leatha Copeland</u>	13	11-19-03	A. H. Copeland	<u>Ashmun</u>		84					
35 <u>Myrtle</u>	11	2-20-06	"	"		85					
36 <u>Erden Black</u>	14	6-3-02	D. Black	"		86					
37 <u>Marle Jefft</u>	14	5-8-03	A. C. Jefft	"		87					
38 <u>Loyd</u>	18	8-17-98	"	"		88					
39 <u>Warren Sisbey</u>	14	7-4-02	Mrs. Moer	"		89					
40						90					
41						91					
42 <u>Atemena</u>						92					
43						93					
44 <u>Chloe Clark</u>	12	10-17-04	A. L. Clark	<u>Mattawan</u>		94					
45 <u>Mary</u>	9	11-7-07	"	"		95					
46 <u>Gillie</u>	7	4-13-10	"	"		96					
47						97					
48						98					
49						99					
50						100					

\*Date of birth means year of birth with month and day, not birthday.

†If there are more than 100 names on census, use blank form 2a.



County of Barren, to the Township Clerk for the Year Ending July 9, 1917.

[If the district is a fractional one, write the word "fractional" after the No. and insert the name of the township in which the schoolhouse is situated.]

IS THE DISTRICT LEGALLY GRADED ACCORDING TO SECTION 4746 OF THE COMPILED LAWS?.....Yes

HAS THE DISTRICT ESTABLISHED A LIBRARY BY A VOTE AT A DISTRICT MEETING? Yes WHEN? 1870

(This information is essential for apportionment of library money.)

1			2			3			3a			4			5			6			7			8			9			10			11			12			13			14			15			16			17																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																			
No. of children in district 5 years of age and under 20. (Be sure that this item agrees with No. on census.)			No. 5 years of age and under 20 that attended school during the year. (If school was not maintained, number of pupils for whom tuition was paid by this district.)			No. of children in district enrolled in 7th grade. (Omit nonresidents.)			No. of children in district enrolled in 8th grade. (Omit nonresidents.)			Average No. pupils enrolled during the year. (Include nonresidents.) (See item 3 on back Form 1.)			No. of days school was in session during the year by qualified teachers. (See item 6 on back Form 1.)			Total days' attendance (Include nonresidents.) (See item 7 on back Form 1.)			Average daily attendance. (Include nonresidents.) (See item 8 on back Form 1.)			Percentage of attendance. (See item 9 on back Form 1.)			No. volumes added to district library during the year.			Total No. of volumes in the district library.			No. of U. S. flags with staff.			No. of school-houses.			Value of school property. (If no property, fill the blank with "none.")			Indebtedness of district for which bonds have been issued.			Total indebtedness for all purposes July 9, 1917.			Amount due the district in town treasurer's hands, July 9, 1917.																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
Male.	Fem.	Total.	Male.	Fem.	Total.	Male.	Fem.	Total.	Male.	Fem.	Total.	Male.	Fem.	Total.	Male.	Fem.	Total.	Male.	Fem.	Total.	Male.	Fem.	Total.	Male.	Fem.	Total.	Male.	Fem.	Total.	Male.	Fem.	Total.	Male.	Fem.	Total.	Male.	Fem.	Total.	Male.	Fem.	Total.	Male.	Fem.	Total.	Male.	Fem.	Total.																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																							
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## FINANCIAL REPORT FOR THE YEAR ENDING JULY 9, 1917.

**READ THIS.**—If the following report is correct, the totals of receipts and expenditures will balance. Care should be taken to enter each amount under its proper heading, and to enter no amount twice. If money other than the funds of the district is advanced by any one in paying teacher or for other expenses, it should be included in the item 6 Receipts "Received from Loans." It is really money borrowed, and should also be included in "Total Indebtedness" (item 16 above.) Do not include bills unpaid at close of year in item 16. Do not foot up the columns alike unless they actually add up alike.

RECEIPTS.		Dollars.	Cents.	EXPENDITURES.		Dollars.	Cents.
<p>READ THIS—Insert nothing here that has not come into the treasurer's hands; give exact amount of each fund separately; and put nothing under any head save what the head indicates. Money advanced by any person, or loaned, or an overdraft at the bank, should be placed under head "from loans," 6 Receipts. Money remaining in the hands of the township treasurer has not been "received" by the district and no account should be here taken of it; include that in "Amount due the district" (item 17 above.)</p>				<p>READ THIS—<del>Use</del> 1 and 2 expenditures should show the total amount <i>paid</i> teachers during the year, including all that was paid on balance due for previous year. <i>Do not</i> include what may still be due. The total wages of the year is shown in item 20 above. <i>Do not</i> include any part of teachers' wages in item 7 expenditures. Include nothing in items 1-7 except what has actually been paid out.</p>			
1. Money on hand July 10, 1916.	{ primary money ..... general fund ..... library ..... building and site .....	135	38	1. Paid men teachers.....			
		9	28	2. Paid women teachers.....			
				3. Paid for (From building and site fund.) See school laws 4665, Sec. 20 (6).	{ sites ..... buildings .....	426	08
Item 1 must agree with item 8 in "expenditures" of last year's report, unless error was made last year. In such case, state item and amount in which error was made on previous year's report. Items 2, 3, 4, and 6 should be stated specifically.				4. Paid for library books (From library fund.)			
2. Received from primary school interest fund.....		269	50	5. Paid for indebtedness (principal) (Do not include interest.)			
3. Received from library fund (Fines from county treasurer.)		7	00	6. Paid for tuition	{ general tuition ..... eighth grade tuition .....		
4. Received from tuition of nonresident pupils (Belongs to general fund.)				7. { Paid for transportation of pupils..... Paid for general purposes (From general fund).....		81	50
5. Received from district taxes.	{ for general fund ..... for building and site fund.....	339	35	This item includes insurance, indemnity bonds, furniture and apparatus; officers' salaries; interest on loans; unusual expenses, such as law suits; rent; fuel; janitor; cleaning of schoolhouse; incidentals, such as brooms, chalk, towels, soap; census; appendages, such as globe, maps, dictionary, free textbooks; bookcase, care of library, water supply or well; record and account books; care and grading of grounds; building of fences, outhouses, repairs on school buildings			
6. Received from loans.				8. Amount on hand July 9, 1917.	{ primary money \$ ..... general fund \$ 264.15 library \$ 16.28 building and site \$ .....		
7. Received from all other sources. (Belongs to general fund.)	{ interest ..... dog tax ..... miscellaneous .....	27	30	Total on hand.....			
8. Total receipts, including moneys on hand July 10, 1916.		788	01	9. Total expenditures, including amount on hand.....			
				280 43 788 01			

Names of the School Officers for the ENSUING year		Director	Postoffice Address
		S. Moerdyke	Oakland
		Moderator	" "
		Treasurer	" "

**33.** *Is physiology and hygiene taught in your school as provided in Section 4680 of Compiled Laws?*.....

**34.** Does the district furnish free textbooks, according to Section 4775 of Compiled Laws?

furnish them.....(Do not confuse this law with the one authorizing school officers to furnish books free to poor children.)

Officers:—Do not sign this report unless the amount in the district treasurer's hands coincides with the amounts as given in 8 Expenditures.

I HEREBY CERTIFY, That the above is a correct report, from the aforesaid District No. 87-345, Township of

Dated July 21<sup>st</sup> 1917. (Signed) S. Moorhead. Address Uxbridge R. F. D. No. 1

(Approved) \_\_\_\_\_ (Moderator.) \_\_\_\_\_

(Treasurer.) Address..... R. F. D. No.....

Address..... R. F. D. No.....

(Trustee.)

<i>Address</i>	<i>P</i>	<i>E</i>	<i>D</i>	<i>No</i>
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.....Address.....R. F. D. No.....  
(Trustee.)

NOTE.—The moderator and treasurer constitute an auditing committee on the director's report and must sign all reports personally.